

AGENDA

AGENDA OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, TO BE HELD ON TUESDAY, May 7, 2019 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____.

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III
Councilmember Joni Giacomino, Ward II
Councilmember Bill Higgins, Ward I
Mayor David M. Smith
Councilmember Leslie Johns, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Anna Cline, Ward III, Mayor Pro Tempore

STAFF

Stephen Pauken, Interim City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
VACANT, Personnel Director
Jesus Haro, Public Works Director
Albert Echave, Police Chief
George Castillo, Fire Chief

CITY ATTORNEY

Britt Hanson

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Letter Carriers' Food Drive Day Proclamation

CALL TO THE PUBLIC

"During the proper time on the agenda, taxpayers or residents of the city, or their authorized representatives, may address the council on any matter concerning the City's business or any matter over which the council has control (oral presentations shall not be repetitious and shall be confined to 3 minutes' maximum duration.)" Ordinance O-91-29.

THE FOLLOWING ITEMS WILL BE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds
2. Approval of the Consent Agenda
 - A. Approval of the Minutes of the Regular Session of Mayor and Council held on April 16, 2019 at 7:00 pm.

Ashlee Coronado, City Clerk

- B. Approval of the Minutes of the Regular Session of Mayor and Council held on February 19, 2019 at 7:00 pm.
Ashlee Coronado, City Clerk
- C. Approval of the Minutes of the Regular Session of Mayor and Council held on December 18, 2018 at 7:00 pm.
Ashlee Coronado, City Clerk
- D. Approval of the Minutes of the Regular Session of Mayor and Council held on October 2, 2018 at 7:00 pm.
Ashlee Coronado, City Clerk
- E. Approval of the Minutes of the Work Session of Mayor and Council held on April 22, 2019 at 5:30 pm.
Ashlee Coronado, City Clerk
- F. Approval of the Minutes of the Work Session of Mayor and Council held on April 23, 2019 at 5:30 pm.
Ashlee Coronado, City Clerk
- G. Approval of the Minutes of the Work Session of Mayor and Council held on October 2, 2018 at 6:00 pm.
Ashlee Coronado, City Clerk
- H. Approval of the Minutes of the Work Session of Mayor and Council held on May 15, 2018 at 5:30 pm.
Ashlee Coronado, City Clerk
- I. Approval of the Minutes of the Special Session of Mayor and Council held on August 30, 2018 at 5:01 pm.
Ashlee Coronado, City Clerk
- J. Approval of a Park, Facility and Right of Way Use Permit for Bisbee Vogue Inc. for the use of various City streets, parking spaces and staircases for the Bisbee 1000 Stair Climb on Saturday, October 19, 2019 from 5:00 am to 8:00 pm, this includes set up and breakdown.
Ashlee Coronado, City Clerk
- K. Approval of the Park, Facility and Right of Way Use Permit for Bisbee Vogue Inc. for the use of City Park for the Bisbee 1000 Stair Climb on Saturday, October 19, 2019 from 7:00 am to 11:00 am.
Ashlee Coronado, City Clerk
- L. Approval of a Park, Facility and Right of Way Use Permit for the Boys and Girls Club of Bisbee for the use of Arizona Street between Congdon and Ruppe St. for the Friday Night Cackle to be held on Friday, August 30, 2019 from 4:00 pm to 8:00 pm.
Ashlee Coronado, City Clerk
- M. Approval of a Park, Facility and Right of Way Use Permit for the Boys and Girls Club of Bisbee for the use of Arizona Street between Briggs Ave and Ruppe St. for the 11th Annual Cars & Bikes on Arizona Street Show to be held on Saturday, August 31, 2019 from 6:00 am to 5:00 pm.
Ashlee Coronado, City Clerk

- N. Approval of the Special Event Liquor License Application submitted for an event to be held at St. John's Episcopal Church Parrish Hall located at 19 Sowles, Bisbee, Arizona on Saturday, June 1, 2019 from 7:00 pm to 11:00 pm; Kym Kennedy, Applicant.
Ashlee Coronado, City Clerk
- O. Approval of the Special Event Liquor License Application submitted by Turn Your Life Around for an event to be held at City Park on Saturday, May 25, 2019 from 12:00 pm to 6:00 pm; Sam Donaldson, Applicant.
Ashlee Coronado, City Clerk
- P. Approval of the Special Event Liquor License Application submitted by Bisbee Vogue Inc for an event to be held at St. Patrick's Church on Saturday, October 19, 2019 from 12:00 pm to 5:00 pm; Cynthia Conroy, Applicant.
Ashlee Coronado, City Clerk

OLD BUSINESS

NEW BUSINESS

- 3. Presentation by JACOBS Engineering on the Wastewater Treatment Plant.
Stephen Pauken, Interim City Manager
- 4. Discussion and Possible Recommendation to Council to Move a Portion of Insurance Reimbursement from the City Hall Fire to a Committed Fund Balance Account Line in the General Fund.
Keri Bagley, Finance Director
- 5. Discussion and Possible Direction to Staff regarding the Hands Free Ordinance
David M. Smith, Mayor
- 6. City Manager's Report:
 - Research Findings regarding TPT Authority
 - City Manager Recruitment
 - New Public Works Director
 - Other current events (No Discussion)

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate or take any action on these topics.):

- Councilmember Lindstrom would like to make Ward 3 announcements along with comments on the DRB appointment.

ADJOURNMENT:

Individuals with hearing disabilities can contact the City Clerk's Office (520) 432-6012 to request an Assisted Listening Device, at least 24 hours before the meeting.

Anyone needing special accommodation to attend this meeting should contact Ashlee Coronado at (520) 432-6012 at least twenty-four hours before the meeting.

Public documents referred to herein may be viewed during regular business hours at the City Clerk's Office at 915 S. Tovreaville Road, Bisbee.

Pursuant to A.R.S. § 38-431.03(A)(3), the Council may vote to enter executive session at any point during this meeting for discussion or consultation for legal advice with its attorney(s), who may appear telephonically.

#1

Report Criteria:
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-1020100 GASOLINE INVENTORY							
3551	SENERGY PETROLEUM	528609	STREETS FUEL/UNLEADED	04/09/2019	3,637.94	.00	
10-1020200 DIESEL INVENTORY							
3551	SENERGY PETROLEUM	528609	STREETS FUEL/DIESEL	04/09/2019	2,801.92	.00	
10-2020203 DENTAL INSUR PAYABLE							
2233	DELTA DENTAL	694063	DENTAL-MAY-2019	04/22/2019	5,822.24	5,822.24	04/22/2019
2233	DELTA DENTAL	694064	COBRA-MAY-2019	04/22/2019	331.68	331.68	04/22/2019
10-2020802 DEFERRED COMPENSATION PAYABLE							
1623	NATIONWIDE RETIREMENT SO	19-0411	Nationwide - Deferred Comp	04/11/2019	5,765.73	5,765.73	04/18/2019
1623	NATIONWIDE RETIREMENT SO	19-0420	Nationwide - Deferred Comp	04/20/2019	3,002.01	3,002.01	04/30/2019
10-2020818 UNION DUES PAYABLE							
3677	AZ COPS	19-0411	UNION DUE-POLICE	04/11/2019	135.00	135.00	04/18/2019
3677	AZ COPS	19-0420	Bisbee Police AZ Cops Union Due	04/20/2019	135.00	135.00	04/30/2019
1147	BISBEE FIREFIGHTERS LOCAL	19-0411	UNION DUES-FIRE	04/11/2019	382.50	382.50	04/18/2019
1147	BISBEE FIREFIGHTERS LOCAL	19-0420	Bisbee Fire Fighters Union Dues	04/20/2019	382.50	382.50	04/30/2019
10-2021001 HEALTH INSURANCE PAYABLE							
8351	UNITEDHEALTHCARE INSURAN	683245684237	HEALTH INSURANCE PREMIUM	04/15/2019	33,786.14	33,786.14	04/22/2019
10-2021005 AFLAC INSURANCE PAYABLE							
2111	AFLAC	13575	AFLAC-MAR 19	04/18/2019	1,825.92	1,825.92	04/18/2019
2111	AFLAC	438947	AFLAC-APR 19	04/25/2019	1,217.28	1,217.28	04/30/2019
10-2021007 VISION CARE INSUR PAYABLE							
2344	VISION SERVICE PLAN	19-0418	VISION CARE MAY 19	04/23/2019	966.52	966.52	04/30/2019
10-2021008 HEALTH INSURANCE-COBRA							
8351	UNITEDHEALTHCARE INSURAN	683245684237	HEALTH INSURANCE COBRA-M	04/15/2019	1,022.97	1,022.97	04/22/2019
10-2024000 PAYROLL GARNISHMENTS PAYABLE							
8902	GURSTEL LAW FIRM, P.C.	19-0429	GARNISHMENT- CV2017-0023	04/29/2019	408.35	408.35	04/30/2019
8902	GURSTEL LAW FIRM, P.C.	19-0429	GARNISHMENT- CV2017-0023	04/29/2019	360.23	360.23	04/30/2019
3271	SUPPORT PAYMENT CLEARING	19-0411	Support Payment Clearing House	04/11/2019	2,110.61	2,110.61	04/18/2019
3271	SUPPORT PAYMENT CLEARING	19-0420	SUPPORT CLEARING	04/20/2019	2,244.15	2,244.15	04/30/2019
Total :					66,336.69	59,896.83	
MAYOR & COUNCIL							
10-50-41500 OFFICE SUPPLIES							
3264	BANK OF AMERICA	19-0409	GAVEL & BLOCK	04/09/2019	2.00	2.00	05/02/2019
3264	BANK OF AMERICA	19-0409	GAVEL	04/09/2019	14.99	14.99	05/02/2019
Total MAYOR & COUNCIL:					16.99	16.99	
CITY MANAGER							
10-51-13100 BUSINESS TRAVEL							
4527	STEPHEN J PAUKEN	19-0405	REIMBURSEMENT-MILEAGE	04/05/2019	212.01	.00	
4527	STEPHEN J PAUKEN	19-0408	REIMBURSEMENT-MILEAGE	04/08/2019	212.01	.00	
4527	STEPHEN J PAUKEN	19-0425	REIMBURSEMENT-MILEAGE	04/25/2019	212.01	.00	
4527	STEPHEN J PAUKEN	19-0429	REIMBURSEMENT-MILEAGE	04/29/2019	212.01	.00	
10-51-31000 PROFESSIONAL FEES							
4527	STEPHEN J PAUKEN	19-0415	PROFESSIONAL FEES-4 WEEK	04/15/2019	3,705.26	3,705.26	04/16/2019
10-51-42040 ADVERTISING							
4000	ICMA MEMBERSHIP RENEWAL	127431	EMPLOYMENT AD FOR CM	04/04/2019	450.00	.00	
10-51-46000 OPERATIONAL EXPENSES							
6897	HELEN'S COTTAGE AIRBNB	19-0325	LODGING-CM-MAY	03/25/2019	1,125.00	1,125.00	05/01/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CITY MANAGER:					6,128.30	4,830.26	
FINANCE DEPARTMENT							
10-52-34000 CONTRACT SERVICES							
5708	AZ DEPT OF REVENUE	19-0415	AZ DSO RELEASED FEES	04/15/2019	9.00	.00	
10-52-41500 OFFICE SUPPLIES							
2970	BUSINESS SOLUTIONS GROUP	14812	CHECKS	04/10/2019	599.35	.00	
6340	OFFICE DEPOT	295499540001	STAPLER, TAPE DISPENSER, C	04/01/2019	196.19	.00	
6340	OFFICE DEPOT	295499946001	RULLER, SCISSORS	03/30/2019	11.29	.00	
6340	OFFICE DEPOT	297563104001	HOLDER	04/03/2019	15.88	.00	
6340	OFFICE DEPOT	297626644001	CREDIT	04/08/2019	61.22	.00	
6340	OFFICE DEPOT	297634588001	CREDIT	04/08/2019	61.22	.00	
6340	OFFICE DEPOT	297638557001	CREDIT	04/08/2019	61.22	.00	
10-52-42050 NON CAP ADMIN EQUIP/FURN							
3264	BANK OF AMERICA	19-0409	WIRELESS PRINTER	04/09/2019	157.81	157.81	05/02/2019
Total FINANCE DEPARTMENT:					805.86	157.81	
CITY CLERK							
10-53-13500 SUBSCRIPTIONS & DUES							
1062	GOVERNMENT FINANCE OFFIC	175791	MEMBERSHIP DUES/FIN	04/03/2019	170.00	.00	
10-53-41500 OFFICE SUPPLIES							
6340	OFFICE DEPOT	302975265001	INK	04/16/2019	111.48	.00	
10-53-46000 OPERATIONAL EXPENSES							
6673	ARIZONA SECRETARY OF STAT	19-0417	NOTARY RENEWAL	04/17/2019	43.00	43.00	04/17/2019
Total CITY CLERK:					324.48	43.00	
COMMUNITY DEVELOPMENT							
10-54-21000 ELECTRIC - SHELTER							
1097	AZ PUBLIC SERVICE (2 of 3)	1587010000-0	938 Tovreaville Rd Kennel #15870	04/29/2019	111.28	111.28	04/30/2019
10-54-22000 WATER - SHELTER							
1106	AZ WATER COMPANY	03117020951-0	Tovreaville Pound/Police - #03117	04/29/2019	136.49	136.49	04/30/2019
10-54-22550 SEWER & GARBAGE - SHELTER							
1225	BISBEE PUBLIC WORKS	7	TOVREAVILLE RD-ANIMAL SHE	05/01/2019	57.20	57.20	05/02/2019
10-54-24000 TELEPHONE & FAX - SHELTER							
4192	CENTURY LINK	420B-04-19	ANIMAL SHELTER 520-432-6020	04/29/2019	31.17	31.17	04/30/2019
10-54-24001 INTERNET FEES - SHELTER							
4059	CABLE ONE	19-0423/AS	Internet Svc-Animal Shelter	04/22/2019	78.98	78.98	04/22/2019
10-54-46542 ANIMAL SHELTER EXPENSES							
3163	AZ STATE PRISON CMLX-DOU	D08131201904	DOC LABOR CREW/AS	04/16/2019	28.00	.00	
3163	AZ STATE PRISON CMLX-DOU	D08132201903	DOC LABOR CREW/MILEAGE A	04/18/2019	20.97	.00	
Total COMMUNITY DEVELOPMENT:					464.09	415.12	
ADMINISTRATION & GENERAL GOV'T							
10-55-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0149540000-0	118 AZ Street - #0149540000	04/22/2019	72.37	72.37	04/22/2019
1097	AZ PUBLIC SERVICE (2 of 3)	1097842562-0	Tovreaville Rd #1097842	04/29/2019	214.87	214.87	04/30/2019
10-55-22000 WATER							
1106	AZ WATER COMPANY	03117020302-0	Juvenile Detent Home-City Hall 0	04/29/2019	617.75	617.75	04/30/2019
10-55-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	915 S TOVREAVILLE RD-CITY H	05/01/2019	401.97	401.97	05/02/2019
10-55-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472017090402	915 Tovreaville Rd - City Hall	04/02/2019	162.42	162.42	04/30/2019
10-55-24000 TELEPHONE & FAX							
3264	BANK OF AMERICA	19-0409	TELECOMMUNICATIONS-APRIL	04/09/2019	641.78	641.78	05/02/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3264	BANK OF AMERICA	19-0409	TELECOMMUNCIATIONS NEW	04/09/2019	1,655.12	1,655.12	05/02/2019
4192	CENTURY LINK	251M-04-19	CITY CLERK J-520-432-0022 251	04/15/2019	275.52	275.52	04/16/2019
4192	CENTURY LINK	408B-04-19	FAX 520-432-7647 408B	04/29/2019	31.17	31.17	04/30/2019
4192	CENTURY LINK	422B-04-19	CITY HALL 520-432-7380 422B	04/29/2019	95.25	95.25	04/30/2019
1791	CENTURY LINK QCC	1464980831	Long Distant / #72745186	03/23/2019	117.69	117.69	04/16/2019
10-55-31000 PROFESSIONAL FEES							
5083	B.A.S.I.C	13-114511	HRA MONTHLY ADMIN FEE/APR	04/23/2019	229.50	.00	
10-55-34000 CONTRACT SERVICES							
5710	XEROX CORPORATION	96625352	BASE CHARGE & USAGE/CH	04/13/2019	138.14	.00	
10-55-41500 OFFICE SUPPLIES							
3264	BANK OF AMERICA	19-0409	STAPLES FOR XEROX	04/09/2019	59.00	59.00	05/02/2019
6340	OFFICE DEPOT	302975265001	LITERATURE HOLDER	04/16/2019	7.85	.00	
6340	OFFICE DEPOT	302975265001	SIGN HOLDER VERTICAL	04/16/2019	7.99	.00	
6340	OFFICE DEPOT	302975265001	CLIP, BINDER	04/16/2019	6.95	.00	
10-55-42050 NON CAP ADMIN EQUIP/FURN							
3264	BANK OF AMERICA	19-0409	FOLDING TABLES	04/09/2019	232.55	232.55	05/02/2019
10-55-43500 POSTAGE							
3264	BANK OF AMERICA	19-0409	STAMPS COM	04/09/2019	250.00	250.00	05/02/2019
3264	BANK OF AMERICA	19-0409	STAMPS.COM	04/09/2019	24.99	24.99	05/02/2019
Total ADMINISTRATION & GENERAL GOVT:					5,242.88	4,852.45	
PERSONNEL							
10-56-13500 SUBSCRIPTIONS & DUES							
6277	LEXISNEXIS RISK SOLUTIONS	1622061-2019	REMAINING CHARGES ON ACC	03/31/2019	23.56	.00	
6516	TRANSUNION RISK AND ALTER	30119	PRE-EMP DATA RESEARCH	04/01/2019	54.80	.00	
10-56-42040 ADVERTISING							
1153	BISBEE OBSERVER	1815	DISPLAY AD/EMPLOYMENT	04/25/2019	107.63	.00	
10-56-42050 NON CAP ADMIN EQUIP/FURN							
3264	BANK OF AMERICA	19-0409	WIRELESS PRINTER	04/09/2019	19.73	19.73	05/02/2019
10-56-46000 OPERATIONAL EXPENSES							
3264	BANK OF AMERICA	19-0409	VISTA PRINT BANNER	04/09/2019	138.22	138.22	05/02/2019
Total PERSONNEL:					343.94	157.95	
LEGAL SERVICES							
10-57-34000 CONTRACT SERVICES							
6345	COCHISE COUNTY ATTORNEY	146	IGA-LEGAL FEES	05/01/2019	5,000.00	5,000.00	05/01/2019
Total LEGAL SERVICES:					5,000.00	5,000.00	
WATER SYSTEMS							
10-58-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6224970000-0	Douglas RD Pump - #622497000	04/15/2019	39.37	39.37	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	7117441000-04	Tombstone Cyn Pump #71174410	04/15/2019	195.12	195.12	04/16/2019
Total WATER SYSTEMS:					234.49	234.49	
INFORMATION SYSTEMS							
10-59-13500 SUBSCRIPTIONS & DUES							
3264	BANK OF AMERICA	19-0409	CLOUD STORAGE	04/09/2019	103.71	103.71	05/02/2019
6343	EXECUTECH	EXEC-61042	OFFICE 385 EXCHANGE ONLIN	03/31/2019	348.00	.00	
6343	EXECUTECH	EXEC-61042	OFFICE 385 BUSINESS PREMI	03/31/2019	16.01	.00	
10-59-24001 T1 LINE FOR INTERNET ACCESS							
4192	CENTURY LINK	216M-04-19	J-520-432-0029-216M T1 216M	04/15/2019	365.51	365.51	04/16/2019
10-59-31000 PROFESSIONAL FEES							
6343	EXECUTECH	EXEC-61042	IT SERVICE AGREEMENT	03/31/2019	3,919.51	.00	
6343	EXECUTECH	EXEC-61042	CONTRACT LABOR OVERAGE	03/31/2019	296.70	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-59-55200 NON CAP EQUIP PURCHASES							
3264	BANK OF AMERICA	19-0409	CABLE	04/09/2019	19.05	19.05	05/02/2019
3129	CDW GOVERNMENT, INC	RTD7099	DELL 3060 I5-8500	04/05/2019	1,961.81	.00	
Total INFORMATION SYSTEMS:					7,030.30	488.27	
POLICE DEPARTMENT							
10-62-12300 UNIFORMS & CLOTHING							
6479	FX TACTICAL	I1-10008191	CREDIT/AMOS	07/26/2018	256.73	.00	
6479	FX TACTICAL	I1-10010454	UNIFORMS/L CARBAJAL	04/02/2019	139.39	.00	
6479	FX TACTICAL	I1-10010524	UNIFORMS/COX	04/05/2019	92.37	.00	
6479	FX TACTICAL	I1-10010558	UNIFORMS/COX-VEST	04/09/2019	146.73	.00	
5665	JER'S OLD TOWN UNIFORMS	2309	UNIFORM-CCARBAJAL	03/16/2019	193.22	.00	
5665	JER'S OLD TOWN UNIFORMS	2312	UNIFORM-CCARBAJAL	03/16/2019	401.25	.00	
10-62-12500 RECRUITMENT/EMPLOYEE TESTING							
6903	THE WALDEN GROUP, LLC	19-0408	PRE-EMPLOYMENT TESTING	04/08/2019	370.00	.00	
10-62-13100 BUSINESS TRAVEL							
3264	BANK OF AMERICA	19-0409	LODGING FOR CADETS AT ACA	04/09/2019	4,817.08	4,817.08	05/02/2019
6879	LUBERTO, DOLORES	19-0422	REIMBURSEMENT-LODGING	04/22/2019	67.48	67.48	04/22/2019
6879	LUBERTO, DOLORES	19-0422	REIMBURSEMENT-MEALS	04/22/2019	71.12	71.12	04/22/2019
10-62-13400 EDUCATION & TRAINING							
6879	LUBERTO, DOLORES	19-0422	REIMBURSEMENT-REGISTRATI	04/22/2019	35.00	35.00	04/22/2019
10-62-13500 SUBSCRIPTIONS & MEMBERSHIPS							
6879	LUBERTO, DOLORES	19-0422	REIMBURSEMENT-MEMBERSHI	04/22/2019	25.00	25.00	04/22/2019
10-62-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0546921000-0	1 W HWY 92 Police #054692100	03/25/2019	802.67	802.67	04/22/2019
1097	AZ PUBLIC SERVICE (2 of 3)	0625720000-0	938 BTovreaville Rd Impound Lot	04/29/2019	41.08	41.08	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	8692621000-0	129 Tank Hill D - #8692621000	04/15/2019	61.93	61.93	04/16/2019
10-62-22000 WATER							
1106	AZ WATER COMPANY	03109045754-	35 HWY 92 T/CIR #03109045754	04/22/2019	70.20	70.20	04/22/2019
10-62-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	35 HWY 92-POLICE	05/01/2019	153.56	153.56	05/02/2019
10-62-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472015946302	W. HWY 92 - Police #472-015946	04/02/2019	61.15	61.15	04/30/2019
10-62-24000 TELEPHONE & FAX							
4192	CENTURY LINK	402B-04-19	POLICE 520-432-2261 402B	04/29/2019	250.03	250.03	04/30/2019
10-62-24001 INTERNET ACCESS FEES							
4059	CABLE ONE	19-0423/BPD	Internet Svc-Police Department	04/22/2019	139.84	139.84	04/22/2019
10-62-34000 CONTRACT SERVICES							
5392	COCHISE COUNTY FLEET MAIN	BISBEEPDP 19-	FLEET CHARGES-MAR 19	04/11/2019	2,058.75	.00	
10-62-41600 OFFICE SUPPLIES							
3264	BANK OF AMERICA	19-0409	STOPWATCHES	04/09/2019	25.98	25.98	05/02/2019
3264	BANK OF AMERICA	19-0409	COPY PAPER	04/09/2019	358.89	358.89	05/02/2019
6399	WIST OFFICE PRODUCTS	1670383	DIVIDERS, BINDERS, HIGHLIGH	04/08/2019	149.19	.00	
10-62-43500 POSTAGE							
6768	SMITH RANCH TRUCKING, LLC	32119	SHIPPING CHARGES-6 CONTAI	03/22/2019	1,700.00	1,700.00	04/17/2019
10-62-46000 OPERATIONAL EXPENSES							
6729	ARROWHEAD FORENSICS	114690	TEST KITS	04/04/2019	50.72	.00	
1862	B&D LUMBER & HARDWARE	899434	FINANCE CHARGE	03/27/2019	.50	.00	
10-62-46622 RICO AUCTION EXPENSES							
3026	LAWLEY CHRYSLER DODGE JE	6088672/1	INST AND PRGM KEY REMOTE	03/27/2019	347.12	.00	
10-62-46623 CITY AUCTION EXPENSES							
1862	B&D LUMBER & HARDWARE	167311	WEEDEATER	04/16/2019	193.27	.00	
10-62-46626 ANIMAL CONTROL EXPENSE							
3264	BANK OF AMERICA	19-0409	LODGING FOR CADETS AT ACA	04/09/2019	79.00	79.00	05/02/2019
10-62-50100 BLDG REPAIR & MAINT							
1659	ACE HARDWARE	26571	TRIMLINE	04/09/2019	11.17	.00	
1659	ACE HARDWARE	26583	KEYS, AIRWICK	04/10/2019	7.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1862	B&D LUMBER & HARDWARE	167283	WEEDEATER BULB	04/15/2019	11.01	.00	
1862	B&D LUMBER & HARDWARE	167314	CREDIT	04/16/2019	10.69	.00	
10-62-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	194643	WINDSHIELD WASH	04/05/2019	19.68	.00	
6536	BISBEE AUTO PARTS	195322	FUEL INJECTOR	04/15/2019	55.84	.00	
6760	GRAFIX SHOPPE	126841	DECALS	04/09/2019	1,509.00	.00	
10-62-62003 GASOLINE							
6879	LUBERTO, DOLORES	19-0422	REIMBURSEMENT-FUEL	04/22/2019	84.57	84.57	04/22/2019
Total POLICE DEPARTMENT:					14,334.36	8,844.58	
FIRE DEPARTMENT							
10-64-12300 UNIFORMS & CLOTHING							
8766	BRAMEL, THOMAS	19-0421	REIMBURSEMENT-HEADLAMP,	04/21/2019	469.95	.00	
10-64-13400 EDUCATION & TRAINING							
4958	MICHAEL STARR	19-001	FIRE INSTUCTION, REFRESHE	04/11/2019	100.00	.00	
10-64-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4361690000-0	645 Tombstone Cyn Sta 2 - #4361	04/15/2019	131.60	131.60	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	9079721000-0	192 Hwy 92 Hwy Fire Station #90	04/29/2019	340.47	340.47	04/30/2019
10-64-22000 WATER							
1108	AZ WATER COMPANY	03102028351-	Bisbee Fire Station 1 - #031-02-0	04/15/2019	36.42	36.42	04/16/2019
1108	AZ WATER COMPANY	03117013803-0	192 HWY 92/Fire - #03117013803	04/29/2019	53.76	53.76	04/30/2019
10-64-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	192 HWY 92-FIRE STATION #1	05/01/2019	110.99	110.99	05/02/2019
1225	BISBEE PUBLIC WORKS	7	645 TOMBSTONE CYN-STATION	05/01/2019	110.99	110.99	05/02/2019
10-64-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472000555002	645 Tombstone Cyn - Fire #47200	04/15/2019	86.80	86.80	04/16/2019
1751	SOUTHWEST GAS CORPORATI	472017056702	Highway 92 - Fire #472-0170567-	04/02/2019	80.69	80.69	04/30/2019
10-64-24000 TELEPHONE & FAX							
4192	CENTURY LINK	278B-04-19	FIRE DEPT 520-432-1985 278B	04/29/2019	59.99	59.99	04/30/2019
4192	CENTURY LINK	398B-04-19	FIRE DEPT 520-432-4110 398B	04/29/2019	77.06	77.06	04/30/2019
4192	CENTURY LINK	412B-04-19	FIRE DEPT #2 520-432-6022 412	04/29/2019	52.34	52.34	04/30/2019
10-64-24001 INTERNET ACCESS FEES							
4059	CABLE ONE	19-0423/FS1-1	Internet Svc-Fire Station 1	04/15/2019	69.34	69.34	04/16/2019
10-64-34010 AMBULANCE BILLING SERVICES							
6643	AMBISERV	289	3.5% OF NET CASH COLLECTE	04/14/2019	2,047.01	.00	
10-64-41500 OFFICE SUPPLIES							
1659	ACE HARDWARE	26651	BATTERIES	04/20/2019	18.99	.00	
10-64-45300 CUSTODIAL SUPPLIES							
1698	SAFeway INC.	203577	FABULOSO	04/13/2019	8.48	.00	
10-64-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	26651	TAPE FLAGGING	04/20/2019	6.29	.00	
6312	W.W. WILLIAMS	4949914-00	PUMP TESTING	04/17/2019	1,201.50	.00	
10-64-46641 MEDICAL SUPPLIES							
5818	ARROW INTERNATIONAL	9501192672	IO NEEDLES	04/17/2019	596.81	.00	
1321	BOUND TREE MEDICAL, LLC	83173918	MEDICAL SUPPLIES/BFD	04/12/2019	1,337.16	.00	
1321	BOUND TREE MEDICAL, LLC	83179537	MEDICAL SUPPLIES/BFD	04/17/2019	205.96	.00	
1321	BOUND TREE MEDICAL, LLC	83181315	MEDICAL SUPPLIES/BFD	04/18/2019	5.75	.00	
10-64-55200 NON CAP EQUIP PURCHASES							
6887	IFC RADIOS AND SAFETY	18312	BK RADIO, MICROPHONE FOR	11/07/2018	72.58	72.58	04/18/2019
10-64-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	184370	HANDLE, OIL FILTER, AIR FILTE	11/16/2018	50.37	.00	
6536	BISBEE AUTO PARTS	185854	OIL FILTER, AIR FILTER, OIL, TH	12/08/2018	122.98	.00	
6536	BISBEE AUTO PARTS	188999	HYD HOSE FITTING	01/22/2019	78.21	.00	
6536	BISBEE AUTO PARTS	189195	1 QT 4 CYCLE	01/24/2019	7.23	.00	
6536	BISBEE AUTO PARTS	195121	BRAKE ROTOR, DISC BRAKE P	04/11/2019	144.83	.00	
6536	BISBEE AUTO PARTS	195246	AIR FILTER, OIL FILTER, OIL	04/13/2019	36.04	.00	
6536	BISBEE AUTO PARTS	195309	CORE DEPOSIT	04/15/2019	34.98	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6536	BISBEE AUTO PARTS	195356	BULB	04/15/2019	58.36	.00	
6536	BISBEE AUTO PARTS	195560	AIR FILTERS	04/17/2019	35	.00	
6536	BISBEE AUTO PARTS	195930	OIL FILTER	04/23/2019	5.68	.00	
6536	BISBEE AUTO PARTS	195949	DIFFERENTIAL PINION SEAL	04/23/2019	29.49	.00	
6536	BISBEE AUTO PARTS	195982	AIR FILTER, FUEL FILTER	04/23/2019	29.95	.00	
6536	BISBEE AUTO PARTS	196366	OIL, GAUGE, DEF	04/23/2019	66.87	.00	
Total FIRE DEPARTMENT:					7,946.25	1,283.03	
CITY MAGISTRATE							
10-68-34000 CONTRACT SERVICES							
4625	COCHISE COUNTY TREASURE	2018/19-Q3	CONSOLIDATED COURT 1ST Q	04/15/2019	6,056.01	.00	
4607	JANUS POPPE	8	MAGISTRATE CONTRACT SERV	04/15/2019	500.00	500.00	04/18/2019
4607	JANUS POPPE	9	MAGISTRATE CONTRACT SERV	05/01/2019	500.00	500.00	05/01/2019
Total CITY MAGISTRATE:					7,056.01	1,000.00	
CEMETERY							
10-70-22000 WATER							
1106	AZ WATER COMPANY	03109082753-	Cemetary Plot - #03109052753	04/22/2019	205.68	205.68	04/22/2019
10-70-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	DOUGLAS ST-CEMETARY	05/01/2019	57.20	57.20	05/02/2019
Total CEMETERY:					262.88	262.88	
BUILDING & MAINTENANCE							
10-74-50100 BLDG REPAIR & MAINT							
1862	B&D LUMBER & HARDWARE	165443	CIR CLEANER, EDGE SCRAPER	01/25/2019	12.18	.00	
Total BUILDING & MAINTENANCE:					12.18	.00	
PUBLIC WORKS ADMINISTRATION							
10-75-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2518290000-0	404 Bisbee Rd - #2518290000	04/22/2019	46.58	46.58	04/22/2019
1097	AZ PUBLIC SERVICE (2 of 3)	5081307274-0	Tovreaville Rd. #5081307274	04/29/2019	121.23	121.23	04/30/2019
10-75-22000 WATER							
1106	AZ WATER COMPANY	03112030003-0	404 Bisbee Rd - PW 0311203000	04/22/2019	25.86	25.86	04/22/2019
10-75-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	404 BISBEE RD-PUBLIC WORK	05/01/2019	87.43	87.43	05/02/2019
10-75-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472011113302	404 Bisbee Rd.- #472-0111133-02	04/29/2019	39.41	39.41	04/30/2019
10-75-34000 CONTRACT SERVICES							
5710	XEROX CORPORATION	96524262	BASE CHARGE/PW	04/01/2019	58.99	.00	
5710	XEROX CORPORATION	96625351	BASE CHARGE/PW	04/13/2019	20.88	.00	
10-75-41500 OFFICE SUPPLIES							
6340	OFFICE DEPOT	294623289001	SIGN, DIVIDERS	03/29/2019	18.39	.00	
6340	OFFICE DEPOT	294922986001	COPY HOLDER	04/03/2019	59.27	.00	
6340	OFFICE DEPOT	294923288001	COPY PAPER, CHAIR MAT, FING	04/01/2019	129.42	.00	
10-75-42040 ADVERTISING							
2412	COPPER QUEEN PUBLISHING	21030	WORK ORDERS	03/15/2019	145.32	.00	
10-75-45300 CUSTODIAL SUPPLIES							
4672	WAXIE SANITARY SUPPLY	78197237	JANITORIAL SUPPLIES	04/11/2019	49.36	.00	
4672	WAXIE SANITARY SUPPLY	78197241	JANITORIAL SUPPLIES	04/11/2019	196.49	.00	
4672	WAXIE SANITARY SUPPLY	78197275	JANITORIAL SUPPLIES	04/11/2019	482.74	.00	
4672	WAXIE SANITARY SUPPLY	78213506	JANITORIAL SUPPLIES	04/17/2019	449.83	.00	
10-75-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	26568	STAIN, BRUSH	04/09/2019	11.15	.00	
1659	ACE HARDWARE	26574	PAINTBRUSH, RESIN ENVIROT	04/09/2019	33.30	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1862	B&D LUMBER & HARDWARE	167272	PINS	04/15/2019	1.35	.00	
Total PUBLIC WORKS ADMINISTRATION:					1,978.00	320.51	
GARAGE							
10-77-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	Tovreaville Rd Warehouse \$433.5	04/29/2019	153.72	153.72	04/30/2019
10-77-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	TOVREAVILLE RD-GARAGE	05/01/2019	99.77	99.77	05/02/2019
10-77-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472100101800	4 Tovreaville Rd. 50% Garage	04/02/2019	93.03	93.03	04/30/2019
10-77-24000 TELEPHONE & FAX							
4192	CENTURY LINK	4188-04-19	PW GARAGE 520-432-6044 418	04/29/2019	130.01	130.01	04/30/2019
10-77-34000 CONTRACT SERVICES							
1129	BARNETT'S OXYGEN & TOWIN	1906	OXYGEN & TANK RENTAL	03/31/2019	37.70	.00	
6448	UNIFIRST CORPORATION	3100956858	UNIFORMS/GAR	04/10/2019	248.38	.00	
10-77-45100 DISPOSABLE EQUIP & TOOLS							
6536	BISBEE AUTO PARTS	181776	DRAIN PAN, DEPOSIT, BATTERY	10/12/2018	49.84	.00	
6536	BISBEE AUTO PARTS	194899	RETRIEVING TOOL, BRAKLEEN	04/09/2019	41.29	.00	
10-77-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	180635	BITSCKT, BULB, FABRIC FRESH	09/28/2018	52.58	.00	
6536	BISBEE AUTO PARTS	186485	BATTERY, DEPOSIT, BATT CABL	12/14/2018	104.70	.00	
6536	BISBEE AUTO PARTS	188142	UJOINT, OIL FILTER	01/10/2019	140.67	.00	
6536	BISBEE AUTO PARTS	194880	HOOD PROP	04/09/2019	33.73	.00	
6536	BISBEE AUTO PARTS	195528	BATTERIES	04/17/2019	7.65	.00	
10-77-91000 CAPITAL EXPENDITURES							
6333	PHOENIX PUMPS, INC	3003679	SUBMERSIBLE WASTEWATER	03/29/2019	3,142.06	.00	
Total GARAGE:					4,335.13	476.53	
BUILDING INSPECTOR							
10-79-12300 UNIFORMS & CLOTHING							
6200	WARD, JOE	19-0428	REIMBURSEMENT-SAFETY BO	04/28/2019	135.48	.00	
10-79-42050 NON CAP ADMIN EQUIP/FURN							
3264	BANK OF AMERICA	19-0409	WIRELESS PRINTER	04/09/2019	19.73	19.73	05/02/2019
Total BUILDING INSPECTOR:					155.21	19.73	
PARKS							
10-80-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0655901000-0	E Vista Park - #0655901000	04/22/2019	43.09	43.09	04/22/2019
1097	AZ PUBLIC SERVICE (2 of 3)	3984490000-0	Main St Park - #3984490000	04/15/2019	62.06	62.06	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	6333950000-0	Goar Park - #6333950000	04/22/2019	39.65	39.65	04/22/2019
1097	AZ PUBLIC SERVICE (2 of 3)	6333950000-0	Goar Park - #6333950000	04/22/2019	39.65	39.65	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	6621381000-0	E Vista Court - #6621381000	04/22/2019	55.07	55.07	04/22/2019
1097	AZ PUBLIC SERVICE (2 of 3)	6730341000-0	Brewery Gulch C Park #67303410	04/15/2019	40.78	40.78	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	9158520000-0	Vista Park - #9158520000	04/29/2019	41.56	41.56	04/30/2019
10-80-22000 WATER							
1106	AZ WATER COMPANY	03102062101-	Garfield Park TC- Parks #031-02-	04/22/2019	152.98	152.98	04/22/2019
1106	AZ WATER COMPANY	03106053851-	Grassy Park- Restrooms 0310605	04/15/2019	256.03	256.03	04/16/2019
1106	AZ WATER COMPANY	03108058001-	City Park Brewery - Parks 031080	04/15/2019	87.33	87.33	04/16/2019
1106	AZ WATER COMPANY	03109012304-	Goar Park -#03109012304	04/22/2019	82.23	82.23	04/22/2019
1106	AZ WATER COMPANY	03109045722-	Traffic Circle #03109045722	04/22/2019	64.38	64.38	04/22/2019
1106	AZ WATER COMPANY	03109089151-	Saginaw Park - Parks # 03109089	04/22/2019	29.13	29.13	04/22/2019
1106	AZ WATER COMPANY	03112037563-0	Mule Mtn Gdn - Parks 031120375	04/22/2019	25.86	25.86	04/22/2019
1106	AZ WATER COMPANY	03112038121-0	Vista Park - Parks 03112038121	04/22/2019	69.84	69.84	04/22/2019
1106	AZ WATER COMPANY	03112039072-0	W Vista & Hoatson - Parks 03112	04/22/2019	758.57	758.57	04/22/2019
1106	AZ WATER COMPANY	03112040821-0	Lower E Vista & Tener Bthm 0311	04/22/2019	372.06	372.06	04/22/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1106	AZ WATER COMPANY	03112040651-0	Lower Vista Park - Parks 031120	04/22/2019	78.23	78.23	04/22/2019
1106	AZ WATER COMPANY	03112047073-0	Az St & Cole Ave Irrigation - 0311	04/22/2019	110.40	110.40	04/22/2019
1106	AZ WATER COMPANY	03112085601-0	Paul Park Warren - Parks 031120	04/22/2019	66.56	66.56	04/22/2019
1106	AZ WATER COMPANY	03117017901-0	Tin Town Park/Parks - #03117017	04/29/2019	25.86	25.86	04/30/2019
1106	AZ WATER COMPANY	03117047651-0	Galena/Parks - #03117047651	04/29/2019	25.86	25.86	04/30/2019
10-80-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	1 QUALITY HILL-POOL	05/01/2019	68.00	68.00	05/02/2019
1225	BISBEE PUBLIC WORKS	7	VISTA PARK	05/01/2019	57.20	57.20	05/02/2019
1225	BISBEE PUBLIC WORKS	7	5 COPPER PLAZA-PARK MAIN S	05/01/2019	68.00	68.00	05/02/2019
1225	BISBEE PUBLIC WORKS	7	TOMBSTONE CYN-GARFIELD P	05/01/2019	20.40	20.40	05/02/2019
10-80-34000 CONTRACT SERVICES							
6448	UNIFIRST CORPORATION	3100956859	UNIFORMS/PARKS	04/10/2019	11.48	.00	
10-80-34100 DOC WORKERS							
3163	AZ STATE PRISON Cmplx-Dou	D08132219041	DOC LABOR CREW/PKS	04/16/2019	196.00	.00	
3163	AZ STATE PRISON Cmplx-Dou	D08133201903	DOC LABOR CREW/MILEAGE/S	04/18/2019	238.08	.00	
3163	AZ STATE PRISON Cmplx-Dou	D08133201903	DOC LABOR CREW/MILEAGE/B-	04/18/2019	42.60	.00	
10-80-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	167060	CYLINDER DEADBOLT	04/05/2019	21.45	.00	
1862	B&D LUMBER & HARDWARE	167067	KEYS	04/05/2019	1.52	.00	
1862	B&D LUMBER & HARDWARE	167274	SLEEVE, SPOOL INSERT, AUTO	04/15/2019	47.92	.00	
10-80-46801 REC PROGRAMS/SPECIAL EVENTS							
6476	HIGH JUMP PARTY RENTALS	7347	JUMPING CASTLES & WATER S	07/10/2018	1,614.38	.00	
10-80-46802 LANDSCAPING MATERIALS							
1659	ACE HARDWARE	26613	ROSA SPECIALTY #3	04/15/2019	162.99	.00	
1337	EADS CONSTRUCTION	7237	TOP SOIL	04/23/2019	119.88	.00	
1337	EADS CONSTRUCTION	7238	TOP SOIL	04/23/2019	119.88	.00	
5795	SIMPSON NORTON CORPORAT	1547396-00	CONVERSION ASSY PC, RISER	04/09/2019	1,433.20	.00	
10-80-61000 REPAIRS & MAINT - VEHICLES							
6536	BISBEE AUTO PARTS	195531	DOOR HINGE PIN, BUSHING KIT	04/17/2019	38.55	.00	
6536	BISBEE AUTO PARTS	195565	OIL FILTER	04/17/2019	3.22	.00	
Total PARKS:					6,791.93	2,740.78	
SWIMMING POOL							
10-81-13100 BUSINESS TRAVEL							
3284	BANK OF AMERICA	19-0409	LODGING-WHITE	04/09/2019	109.95	109.95	05/02/2019
10-81-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2409211000-04	Quality Hill - Pool #2409211000	04/15/2019	937.98	937.98	04/16/2019
10-81-22000 WATER							
1106	AZ WATER COMPANY	03106006471-	Swimming Pool - 03106006471	04/15/2019	444.27	444.27	04/16/2019
10-81-24000 TELEPHONE & FAX							
4192	CENTURY LINK	428B-04-19	SWIMMING POOL 520-432-6042	04/29/2019	37.27	37.27	04/30/2019
10-81-55000 EQUIPMENT REPAIR & MAINT							
1938	JIM'S ELECTRIC INC.	21847	DISCONNECT BREAKER TO PO	04/05/2019	110.00	.00	
Total SWIMMING POOL:					1,639.47	1,529.47	
LIBRARY							
10-83-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	3331410000-0	6 MAIN St Library - Library -#3331	04/15/2019	539.73	539.73	04/16/2019
10-83-22000 WATER							
1106	AZ WATER COMPANY	03106016751-	Library - Lib 03106016751	04/15/2019	72.03	72.03	04/16/2019
10-83-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	6 MAIN ST-LIBRARY	05/01/2019	110.99	110.99	05/02/2019
10-83-24001 INTERNET ACCESS							
4059	CABLE ONE	19-0423/LIB	Internet Svc-Library	04/29/2019	83.23	83.23	04/30/2019
10-83-34000 CONTRACT SERVICES							
5954	IRONHAWK ELEVATOR, LLC	201904449	MONTHLY MAINT/APR 19	04/09/2019	113.30	.00	

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1499	RICOH USA, INC	31695020	COPIER MAINT AGRMNT	04/12/2019	99.89	.00	
10-83-41500 OFFICE SUPPLIES							
4926	AMAZON	454348865477	OFFICE SUPPLIES	04/09/2019	103.96	.00	
10-83-42040 ADVERTISING							
6191	BRIDGET SHANAHAN	19-0410	LIBRARY HISTORY RACK CAR	04/10/2019	250.00	.00	
10-83-46831 BOOKS							
4926	AMAZON	464648685953	CREDIT	04/04/2019	32.00-	.00	
10-83-46832 AUDIO VISUAL MATERIAL							
4926	AMAZON	448789763534	DVDS	03/11/2019	36.19	.00	
4926	AMAZON	993837686879	DVDS	03/27/2019	32.92	.00	
10-83-46834 PERIODICALS							
4926	AMAZON	444679754788	MAGAZINE SUBSCRIPTION	03/29/2019	89.00	.00	
4926	AMAZON	446969388977	MAGAZINE SUBSCRIPTION	03/29/2019	17.80	.00	
4926	AMAZON	468753798784	MAGAZINE SUBSCRIPTION	03/29/2019	32.00	.00	
4926	AMAZON	787748658953	MAGAZINE SUBSCRIPTION	03/29/2019	187.75	.00	
4926	AMAZON	796574587685	MAGAZINE SUBSCRIPTION	03/29/2019	75.00	.00	
4926	AMAZON	946775884433	MAGAZINE SUBSCRIPTION	03/29/2019	247.56	.00	
3631	COCHISE COUNTY HISTORICA	19-0313	SUBSCRIPTION	03/13/2019	20.00	.00	
10-83-50100 BLDG REPAIR & MAINT							
6735	CONKLIN ELECTRICAL, ETC, LL	19-0428	ELECTRICAL WORK	04/28/2019	850.00	.00	
Total LIBRARY:					2,929.35	805.98	
SENIOR CITIZENS CENTER							
10-85-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8339841000-0	300 Collins Rd. #8339841000	04/29/2019	278.34	278.34	04/30/2019
10-85-22000 WATER							
1106	AZ WATER COMPANY	03117021951-0	Collins Rd - S Cntr - #0311702195	04/29/2019	87.33	87.33	04/30/2019
10-85-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	COLLINS RD-SENIOR CENTER	05/01/2019	68.00	68.00	05/02/2019
10-85-23000 GAS							
1189	AMERIGAS-SIERRA VISTA	3090828026	PROPANE GAS	04/04/2019	1,426.51	.00	
10-85-24001 INTERNET ACCESS FEES							
4059	CABLE ONE	19-0423/SC	Internet Svc- Senior Center	04/22/2019	59.50	59.50	04/22/2019
10-85-34085 COORDINATOR CONTRIBUTIONS							
3188	BISBEE SENIOR ASSOCIATION	84	MONTHLY CONTRIBUTION	05/01/2019	616.63	616.63	05/01/2019
10-85-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08129201902	DOC LABOR CREW/SC	03/06/2019	28.00	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08130201904	DOC LABOR CREW/SC	04/16/2019	24.00	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08131201903	DOC LABOR CREW/MILEAGE	04/18/2019	42.60	.00	
Total SENIOR CITIZENS CENTER:					2,630.91	1,109.80	
Total GENERAL FUND:					141,999.70	94,486.46	
GENERAL GOVERNMENT GRANTS							
GRANT EXP - GENERAL GOVT							
11-40-22522 TINTOWN PAVING & IMPR PHASE 1							
6659	SOUDER, MILLER & ASSOC	972607913	CDBG GRANT/DRAINAGE AN	03/31/2019	1,053.60	.00	
Total GRANT EXP - GENERAL GOVT:					1,053.60	.00	
Total GENERAL GOVERNMENT GRANTS:					1,053.60	.00	
TRANSIENT ROOM TAX							
FUND EXPENDITURES							
20-40-13500 SUBSCRIPTIONS & MEMBERSHIPS							
3264	BANK OF AMERICA	19-0409	SOCIAL MEDIA APP	04/09/2019	4.95	4.95	05/02/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
20-40-24000 TELEPHONE & FAX							
4192	CENTURY LINK	251B-04-19	V. C ANNEX 520-432-3539 251	04/29/2019	31.17	31.17	04/30/2019
4192	CENTURY LINK	500B-04-19	VISITOR CENTER 520-432-3554	04/29/2019	107.53	107.53	04/30/2019
20-40-34000 CONTRACT SERVICES							
2577	BISBEE MINING & HISTORICAL	19-0401	SHARED EMPLOYEE	04/01/2019	1,077.57	1,077.57	04/22/2019
2577	BISBEE MINING & HISTORICAL	19-0501	SHARED EMPLOYEE	05/01/2019	1,077.57	1,077.57	05/01/2019
20-40-42040 ADVERTISING							
1532	CITY OF SIERRA VISTA	2694	QUARTER PAYMENT CCTC APR	01/02/2019	2,643.00	.00	
20-40-42050 NON CAP ADMIN EQUIP/FURN							
3264	BANK OF AMERICA	19-0409	DVD PLAYER	04/09/2019	37.69	37.69	05/02/2019
Total FUND EXPENDITURES:					4,979.48	2,336.48	
Total TRANSIENT ROOM TAX					4,979.48	2,336.48	
STREETS							
FUND EXPENDITURES							
21-40-12300 UNIFORMS & CLOTHING							
4191	GRAINGER	9136645091	CREDIT	04/04/2019	146.60-	.00	
6629	RODRIGUEZ, XAVIER	19-0420	REIMBURSEMENT-BOOTS	04/20/2019	247.05	.00	
21-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4470670000-0	60 Brewer Gulch Sp 3 - #4470670	04/15/2019	40.48	40.48	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	4877951000-0	Hwy 92 DD #4877951000	04/29/2019	12.55	12.55	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	5254161000-0	951 Naco Hwy #5254161000	04/29/2019	89.31	89.31	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	5847770000-0	60 Brewer Gulch Sp 2 - #5847770	04/15/2019	72.63	72.63	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	\$433.53x25% Streets	04/29/2019	76.87	76.87	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	7700160000-0	60 Brewer Gulch Sp 4 - #7700160	04/15/2019	38.97	38.97	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	8186260000-0	170 Hwy 92 - #690982286	04/29/2019	123.41	123.41	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	8583641000-0	60 Brewer Gulch Sp 1 - #8583641	04/15/2019	191.00	191.00	04/16/2019
21-40-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472100101800	25% Streets	04/02/2019	46.52	46.52	04/30/2019
21-40-34000 CONTRACT SERVICES							
5957	BARNETT'S PROPANE, LLC	0949-20	PROPANE	03/04/2019	115.45	.00	
5957	BARNETT'S PROPANE, LLC	7725-4	PROPANE	04/02/2019	84.31	.00	
6448	UNIFIRST CORPORATION	3100956849	UNIFORMS/STR	04/10/2019	29.28	.00	
21-40-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08117201903	DOC LABOR CREW/MILEAGE/S	04/18/2019	417.41	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08117220190	DOC LABOR CREW/STR	04/16/2019	112.00	.00	
21-40-42050 NON CAP ADMIN EQUIP/FURN							
1659	ACE HARDWARE	26570	SANDER	04/09/2019	49.21	.00	
21-40-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	26545	DRY BIT, IMPACT BIT, SHOVEL F	04/05/2019	35.50	.00	
1659	ACE HARDWARE	26561	WONDER BAR	04/08/2019	14.89	.00	
4191	GRAINGER	9139411004	PLIER HOLDER	04/08/2019	6.24	.00	
4191	GRAINGER	9142044438	ASPHALT LUT MAGNESIUM TIN	04/10/2019	157.28	.00	
4191	GRAINGER	9147535273	SPRAY NOZZLE	04/16/2019	38.63	.00	
21-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	26566	SANDPAPER	04/09/2019	3.70	.00	
1659	ACE HARDWARE	26626	PENCIL SHARPENER, CLIP STR	04/16/2019	26.86	.00	
1659	ACE HARDWARE	26631	PLYWOOD, FRAME BLADE	04/17/2019	64.69	.00	
1659	ACE HARDWARE	26633	LUMBER	04/17/2019	26.25	.00	
1659	ACE HARDWARE	26640	FASTENERS, TOTE	04/18/2019	61.48	.00	
1862	B&D LUMBER & HARDWARE	167085	HWH NEO, FG UBOLT, PP EXT.	04/05/2019	214.47	.00	
1862	B&D LUMBER & HARDWARE	167086	KEYS, DIA BLADE	04/05/2019	154.29	.00	
1862	B&D LUMBER & HARDWARE	167163	MARKING PAINT	04/10/2019	13.63	.00	
1862	B&D LUMBER & HARDWARE	167176	LED BULB	04/10/2019	9.31	.00	
1862	B&D LUMBER & HARDWARE	167232	RESPIRATOR W/FILTER	04/12/2019	11.68	.00	
1862	B&D LUMBER & HARDWARE	167489	PURPLE PRIMER, PVC CEMENT	04/23/2019	18.09	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1862	B&D LUMBER & HARDWARE	167493	PVC COUPLING	04/23/2019	5.91	.00	
1862	B&D LUMBER & HARDWARE	167495	PREMIX CONCRETE	04/23/2019	40.66	.00	
4191	GRAINGER	9139601950	GLOVES, CONCRETE RAKE	04/08/2019	138.57	.00	
21-40-46210 STREET REPAIR MAT - SALES TAX							
4223	KE & G DEVELOPMENT	613	ASPHALT	04/09/2019	25,551.85	.00	
4223	KE & G DEVELOPMENT	616	ASPHALT	04/09/2019	371.09	.00	
4223	KE & G DEVELOPMENT	617	ASPHALT	04/15/2019	23,262.17	.00	
21-40-46211 STREET REPAIR MATERIAL							
1337	EADS CONSTRUCTION	7227	CONCRETE	04/17/2019	466.84	.00	
1337	EADS CONSTRUCTION	7232	CONCRETE	04/19/2019	460.13	.00	
21-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	187340	SLA BATTERY	12/28/2018	95.67	.00	
6536	BISBEE AUTO PARTS	191167	WIPER BLADES	02/20/2019	6.08	.00	
6536	BISBEE AUTO PARTS	195405	BATTERY	04/16/2019	47.05	.00	
5392	COCHISE COUNTY FLEET MAIN	BISBEE 19-12	FLEET CHARGES-MAR 19	04/11/2019	742.90	.00	
21-40-62002 TIRES							
1854	W R RYAN - FIRESTONE	T14388	TIRE REPAIR	03/11/2019	111.44	.00	
Total FUND EXPENDITURES:					53,756.98	691.74	
Total STREETS:					53,756.98	691.74	
AIRPORT FUND							
FUND EXPENDITURES							
50-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	9662440000-0	Bisbee Junction Hill - Airport #98	04/02/2019	192.96	192.96	04/30/2019
50-40-22000 WATER							
1584	NACO WATER COMPANY LLC	16	AIRPORT WATER-090016500	04/15/2019	80.40	80.40	04/18/2019
50-40-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	AIRPORT RD-AIRPORT	05/01/2019	22.43	22.43	05/02/2019
50-40-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472016093602	Bisbee JcT - Airport Rd #472-018	04/15/2019	80.71	80.71	04/16/2019
50-40-24000 TELEPHONE & FAX							
4192	CENTURY LINK	426B-04-19	AIRPORT 520-432-6030 426B	04/29/2019	31.17	31.17	04/30/2019
4192	CENTURY LINK	703B-04-19	AIRPORT 520-432-6980 703B	04/29/2019	32.62	32.62	04/30/2019
50-40-46000 OPERATIONAL EXPENSES							
3264	BANK OF AMERICA	19-0409	REPLACEMENT BULBS	04/09/2019	259.10	259.10	05/02/2019
Total FUND EXPENDITURES:					699.39	699.39	
Total AIRPORT FUND:					699.39	699.39	
POLICE SPECIAL REVENUE& GRANTS							
FUND EXPENDITURES							
53-40-35000 EXPENDITURES - FED ASSET FORFT							
6479	FX TACTICAL	I1-10010523	UNIFORMS/L CARBAJAL	04/05/2019	951.11	.00	
6479	FX TACTICAL	I1-10010557	UNIFORMS/BOWIE-VEST	04/09/2019	896.76	.00	
Total FUND EXPENDITURES:					1,847.87	.00	
Total POLICE SPECIAL REVENUE& GRANTS:					1,847.87	.00	
SEWER FUND							
FUND EXPENDITURES							
54-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0516740000-0	42 Warren Cut Off Rd. Swr Bldg B	04/15/2019	51.50	51.50	04/16/2019
1097	AZ PUBLIC SERVICE (2 of 3)	1002920000-0	940 W. Purdy Ln San Jose WW #	04/15/2019	4,871.42	4,871.42	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	1002920000-0	940 W. Purdy Ln San Jose WW #	04/15/2019	5,510.42	5,510.42	04/16/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1097	AZ PUBLIC SERVICE (2 of 3)	2478030000-0	302 Teran St. #2478030000	04/29/2019	33.77	33.77	04/30/2019
1097	AZ PUBLIC SERVICE (2 of 3)	2954210000-0	42 Warren Cut Off Rd. Swr Bldg A	04/15/2019	1,328.01	1,328.01	04/16/2019
54-40-22000 WATER							
1106	AZ WATER COMPANY	03109050451-	6 W. HWY 80	04/22/2019	25.86	25.86	04/22/2019
1106	AZ WATER COMPANY	03109081151-0	Highway 80-Sewer Pond - Acct #	04/22/2019	81.14	81.14	04/22/2019
1106	AZ WATER COMPANY	03117016701-0	320 Teran #03117016701	04/29/2019	25.86	25.86	04/30/2019
54-40-34000 CONTRACT SERVICES							
6881	OPERATIONS MANAGEMENT IN	D3165600-05	JACOBS CONTRACT-MAY-19	04/11/2019	57,267.77	00	
54-40-45100 DISPOSABLE EQUIP & TOOLS							
6536	BISBEE AUTO PARTS	188545	TUB O TOWEL, SHOP TOWEL	01/15/2019	17.53	.00	
6536	BISBEE AUTO PARTS	192612	DISP GLOVES, TUB O TOWELS,	03/12/2019	33.72	.00	
54-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	26559	ABS DWV, VACUUM TUBING, NI	04/08/2019	84.11	.00	
1659	ACE HARDWARE	26580	HTH SHOCK TRMT, TRASH CAN	04/10/2019	51.21	.00	
1659	ACE HARDWARE	26585	CLAMPS, CLAMP HOSES	04/10/2019	24.43	.00	
1659	ACE HARDWARE	26595	GLUE, AIR HOSE, FASTENERS	04/11/2019	43.09	.00	
1659	ACE HARDWARE	26614	WASP FOAM, PLIERS SLIP JOIN	04/15/2019	44.30	.00	
1659	ACE HARDWARE	26635	HOSE AIR	04/17/2019	5.15	.00	
1659	ACE HARDWARE	26641	TARP, LYSOL SPRAY, PLASTIC B	04/18/2019	19.62	.00	
1862	B&D LUMBER & HARDWARE	187114	BLK CABLE TIE, SCREW, ANCH	04/08/2019	11.29	.00	
1862	B&D LUMBER & HARDWARE	167264	BOLTS	04/15/2019	7.49	.00	
1862	B&D LUMBER & HARDWARE	167358	FUEL LINE	04/17/2019	6.14	.00	
1862	B&D LUMBER & HARDWARE	167389	BRAKE CLEANER, KWIKWELD	04/18/2019	12.95	.00	
3264	BANK OF AMERICA	19-0409	LIEN RELEASE RECORDINGS	04/09/2019	79.00	79.00	05/02/2019
54-40-46543 MANHOLE, PIPE & FITTINGS							
1862	B&D LUMBER & HARDWARE	167273	ABS SANITARY ELBOW, AB SN	04/15/2019	49.46	.00	
1862	B&D LUMBER & HARDWARE	167302	PVC CEMENT, PC COUPLING, E	04/16/2019	6.24	.00	
54-40-55200 NON CAP EQUIP PURCHASES							
3264	BANK OF AMERICA	19-0409	CYBR POWER MINITOWER	04/09/2019	158.87	158.87	05/02/2019
54-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	180523	DISP GLOVES, WIPER BLADE	09/27/2018	71.28	.00	
6536	BISBEE AUTO PARTS	189017	EVOLUTION BLADE	01/22/2019	24.51	.00	
6536	BISBEE AUTO PARTS	193894	BATTERY, DEPOSIT, BATT CABL	03/27/2019	92.60	.00	
6536	BISBEE AUTO PARTS	195568	BATTERY	04/17/2019	117.67	.00	
6536	BISBEE AUTO PARTS	195871	PTEX ULTRA BLK, GLOVES	04/22/2019	21.35	.00	
6536	BISBEE AUTO PARTS	195905	HOOD PROP	04/22/2019	33.73	.00	
5392	COCHISE COUNTY FLEET MAIN	BISBEE 19-12	FLEET CHARGES-MAR 19	04/11/2019	1,336.84	.00	
Total FUND EXPENDITURES:					71,546.33	12,163.85	
Total SEWER FUND:					71,546.33	12,163.85	
SANITATION FUND							
FUND EXPENDITURES							
56-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	\$433.53x25% Sanatation	04/29/2019	76.87	76.87	04/30/2019
56-40-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472100101800	25% Sanatation	04/02/2019	46.52	46.52	04/30/2019
56-40-34000 CONTRACT SERVICES							
5957	BARNETT'S PROPANE, LLC	0949-50	PROPANE	03/26/2019	66.13	.00	
6448	UNIFIRST CORPORATION	3100956860	UNIFORMS/SAN	04/10/2019	51.66	.00	
56-40-34100 DOC WORKERS							
3183	AZ STATE PRISON CMLPX-DOU	D08133201902	DOC LABOR CREW/SAN	02/22/2019	60.00	.00	
3183	AZ STATE PRISON CMLPX-DOU	D08133201904	DOC LABOR CREW/SAN	04/16/2019	64.00	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08134201903	DOC LABOR CREW/MILEAGE	04/18/2019	42.60	.00	
56-40-46561 COUNTY TIPPING FEE							
3181	COCHISE COUNTY TREASURE	24960	HOUSEHOLD, YARD WASTE	03/31/2019	16,665.64	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
56-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	191437	CABLE TIE	02/25/2019	3.61	.00	
6536	BISBEE AUTO PARTS	195162	BATTERY	04/12/2019	110.93	.00	
6536	BISBEE AUTO PARTS	195302	HYD FIL	04/15/2019	19.07	.00	
6536	BISBEE AUTO PARTS	195581	COUPLING	04/17/2019	7.67	.00	
4056	SOUTHWESTERN EQUIPMENT	36872-1	CONTROL HANDLE	03/19/2019	422.60	.00	
Total FUND EXPENDITURES:					17,637.30	123.39	
Total SANITATION FUND:					17,637.30	123.39	
QUEEN MINE FUND							
FUND EXPENDITURES							
59-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8295240000-0	HWY 80 Tour - QM - #829524000	04/15/2019	928.59	928.59	04/16/2019
59-40-22000 WATER							
1106	AZ WATER COMPANY	03109024701-	Queen Mine - #03109024701	04/22/2019	110.31	110.31	04/22/2019
59-40-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WORKS	7	478 N DART RD-QUEEN MINE	05/01/2019	401.97	401.97	05/02/2019
59-40-24000 TELEPHONE & FAX							
4192	CENTURY LINK	406B-04-19	QUEEN MINE 520-432-2071 406	04/29/2019	133.44	133.44	04/30/2019
59-40-24001 INTERNET ACCESS FEE							
4059	CABLE ONE	19-0423/QM	Internet Svc-Queen Mine	04/22/2019	69.03	69.03	04/22/2019
59-40-37000 PROPERTY, CASUALTY, LIABILITY							
5888	NFP PROPERTY & CASUALTY S	BISBEE0-01	ANNUAL PACKAGE PREMIUM	04/29/2019	29,553.38	29,553.38	04/30/2019
59-40-41500 OFFICE SUPPLIES							
3264	BANK OF AMERICA	19-0409	KEYBOARDS	04/09/2019	23.51	23.51	05/02/2019
3264	BANK OF AMERICA	19-0409	TONER	04/09/2019	53.19	53.19	05/02/2019
6399	WIST OFFICE PRODUCTS	1872043	PENS, PAPER	04/11/2019	57.26	.00	
59-40-42040 ADVERTISING							
2412	COPPER QUEEN PUBLISHING	21013	PRINTING SURVEYS	04/02/2019	49.26	.00	
1145	HERALD REVIEW MEDIA	319493847	BISBEE DIRECTORY	03/31/2019	425.38	.00	
59-40-43500 POSTAGE							
3284	BANK OF AMERICA	19-0409	POSTAGE	04/09/2019	8.33	8.33	05/02/2019
59-40-45200 SAFETY EQUIP & SUPPLIES							
3264	BANK OF AMERICA	19-0409	WATERPROOF HEADLAMP	04/09/2019	39.87	39.87	05/02/2019
3264	BANK OF AMERICA	19-0409	LED CAP LAMP	04/09/2019	921.50	921.50	05/02/2019
59-40-46591 MERCHANDISE							
4449	ATLAS SCREEN PRINTING	192908	T SHIRTS	03/29/2019	1,214.81	.00	
4449	ATLAS SCREEN PRINTING	SOIN-0030559	HARD HATS, CANDY, MAGNETS	04/01/2019	1,876.32	.00	04/29/2019
3264	BANK OF AMERICA	19-0409	TURQUOISE JEWELRY	04/09/2019	600.00	600.00	05/02/2019
3264	BANK OF AMERICA	19-0409	DIAMOND DIG	04/09/2019	88.76	88.76	05/02/2019
3264	BANK OF AMERICA	19-0409	COPPER COINS	04/09/2019	454.80	454.80	05/02/2019
3264	BANK OF AMERICA	19-0409	COPPER COINS & BARS	04/09/2019	146.60	146.60	05/02/2019
6517	CAPE SHORE	680627	ORNAMENTS	02/28/2019	509.30	.00	
6443	ERICKSON SALES, INC	26708	JEWELRY	04/10/2019	737.87	.00	
1409	KEWEENAW GEM & GIFT, INC.	041519-0	SPLASH COPPER	04/15/2019	2,542.32	.00	
6041	POLAR MAGNETICS INC.	70144	MAGNETS	04/15/2019	345.72	.00	
3241	SQUIRE BOONE VILLAGE, INC	SOIN-0030559	HARD HATS, CANDY, MAGNETS	04/02/2019	1,876.32	1,876.32	04/30/2019
59-40-55100 REPAIR & MAINT - OTHER							
1659	ACE HARDWARE	26554	FASTENERS	04/08/2019	5.12	.00	
1659	ACE HARDWARE	26572	LIGHT BULBS, WASP KILLER	04/09/2019	17.73	.00	
1659	ACE HARDWARE	26597	BROOM	04/11/2019	22.38	.00	
1659	ACE HARDWARE	26820	VINEGAR, PAINT, WATER	04/15/2019	33.12	.00	
3264	BANK OF AMERICA	19-0409	FAUCETS	04/09/2019	594.87	594.87	05/02/2019
5374	BISBEE PLUMBING LLC	7178	SEWER LINE REPAIR	04/18/2019	1,500.00	.00	
1938	JIM'S ELECTRIC INC.	21844	FIXTURE REPLACEMENT	04/04/2019	738.70	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FUND EXPENDITURES:					46,077.76	36,004.47	
Total QUEEN MINE FUND:					46,077.76	36,004.47	
MISC. GRANTS							
FUND EXPENDITURES							
78-40-23008 LIBRARY LSTA GRANT,FED THRU AZ							
6191	BRIDGET SHANAHAN	19-0410	TRIFOLD LIBRARY BROCHURE	04/10/2019	250.00	.00	
78-40-23012 FREEPORT SANJOSE LIBRARY ANNEX							
6191	BRIDGET SHANAHAN	19-0410	CHILDREN'S PROGRAM RACK	04/10/2019	250.00	.00	
6904	MACOVIAK, JASON	19-0410	REIMBURSEMENT- BROCHURE	04/10/2019	262.06	.00	
78-40-23113 SCIENCE CENTER GRANT							
1097	AZ PUBLIC SERVICE (2 of 3)	4109631700-0	24 Main Street -4109631700	04/15/2019	115.42	115.42	04/16/2019
1106	AZ WATER COMPANY	03106016209	24 Main Street-#03106016209	04/15/2019	27.67	27.67	04/16/2019
6847	BISBEE SCIENCE EXPLORATIO	19-0321	REIMBURSEMENT-USDA EXHIB	03/21/2019	56.80	.00	
6847	BISBEE SCIENCE EXPLORATIO	19-0331	REIMBURSEMENT-USDA EXHIB	03/31/2019	24.09	.00	
8847	BISBEE SCIENCE EXPLORATIO	19-0401	REIMBURSEMENT-USDA UTILIT	04/01/2019	156.97	.00	
6847	BISBEE SCIENCE EXPLORATIO	19-0413	REIMBURSEMENT-USDA EXHIB	04/13/2019	750.00	.00	
6836	LETSON PARTNERS, LLC.	19-0413	Lease May 2019	04/13/2019	1,000.00	.00	
Total FUND EXPENDITURES:					2,893.01	143.09	
Total MISC. GRANTS:					2,893.01	143.09	
Grand Totals:					342,491.42	148,648.87	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Invoices with totals above \$0.00 included
Paid and unpaid invoices included.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>			
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>		
TYPE OF ACTION:			
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>	FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON APRIL 16, 2019 AT 7:00PM			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on April 16, 2019 at 7:00PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, APRIL 16, 2019 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 7:03PM.

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III

Councilmember Joni Giacomino, Ward II

Councilmember Bill Higgins, Ward I

Mayor David M. Smith

Excused

Councilmember Leslie Johns, Ward I

Councilmember Joan Hansen, Ward II

Councilmember Anna Cline, Ward III, Mayor Pro Tempore

STAFF

Stephen Pauken, Interim City Manager

Ashlee Coronado, City Clerk

Keri Bagley, Finance Director

Albert Echave, Police Chief

George Castillo, Fire Chief

CITY ATTORNEY

Britt Hanson

INVOCATION: Mayor Pro Tempore Cline asked for a moment of reflection on the positives living in this great community of ours. She thanked our employees for all that they do day in and day out they truly are the backbone that keeps us moving forward. She also thanked Mr. Pauken for being here and leading us through this difficult time.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Pro Tempore Cline stated that items three (3) and five (5) would be pulled from the Agenda.
- Mayor Pro Tempore Cline read the National Day of Prayer Proclamation.
- Police Chief Echave introduced Lonnie Carbajal-Loper, and Ryan Bowie New Employees of the Bisbee Police Department.

CALL TO THE PUBLIC

- Donna Pulling, Bisbee resident said that she was here to speak to agenda item number three (3) sewer rates. She thanked Mr. Pauken for meeting with her last Wednesday to discuss the rates and go over the 1% percent sales tax that was being investigated as to when it was instituted and how it was instituted (sales tax). She spoke regarding Article 6 of the City Charter Finance and Taxation 6.0.2 Sales Tax: The Council shall have the power to increase or decrease a transaction privilege tax, only upon approval by a majority of the qualified electors voting in the regularly scheduled general election. She thought that what was being investigated was if the 1% tax was actually brought to a vote by the people in the 1970's.
- Doris Turner, Bisbee resident spoke regarding the wastewater rate increase. She spoke on the fairness of how people are charged and wants a fair agreement and requested a work session be done.

- Charlet Lepard, Bisbee resident spoke regarding the sewer and garbage fees and wanted transparency as to why they were being increased. She wanted a fair application of the fees being charged. She also spoke about the 1% sales tax that Mr. Pulling spoke about. She also wanted to know where the \$400,000.00 transfer from the wastewater to the general fund went that occurred last year.

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds.

MOTION: Councilmember Higgins moved to approve the accounts payable in the amount of \$265,967.18.

SECOND: Councilmember Hansen

Mayor Pro Tempore Cline asked if there were any questions.

Councilmember Giacomino asked about PARKS: 10-80-34000 Contract Services- LAL Enterprises, Inc (Porta Pots) that were rented are those for Garfield Park. She asked why we pay monthly fees and not just put a bathroom there. Ms. Bagley said that it was a monthly fee. She didn't know why they wouldn't put in a permanent bathroom except for cost. It would cost less to have a porta pot than have a restroom built.

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Hansen, and Mayor Pro Tempore Cline.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on February 5, 2019 at 7:00 pm.

Ashlee Coronado, City Clerk

- B. Approval of the Minutes of the Special Session of Mayor and Council held on February 12, 2019 at 5:30pm.

Ashlee Coronado, City Clerk

- C. Approval of the Minutes of the Work Session of Mayor and Council held on February 16, 2019 at 9:00am.

Ashlee Coronado, City Clerk

- D. Approval of the Minutes of the Regular Session of Mayor and Council held on March 19, 2019 at 7:00pm.

Ashlee Coronado, City Clerk

- E. Approval of the Minutes of the Work Session of Mayor and Council held on March 26, 2019 at 5:30pm.

Ashlee Coronado, City Clerk

- F. Approval of the Minutes of the Regular Session of Mayor and Council held on April 2, 2018 at 7:00pm.

Ashlee Coronado, City Clerk

Mayor Pro Tempore Cline asked if Council wanted any of these pulled for discussion.

MOTION: Councilmember Johns moved to approve Consent Agenda items 2A-2F.

SECOND: Councilmember Higgins MOTION PASSED: UNANIMOUSLY

OLD BUSINESS

- 3. Discussion and Possible Approval of Ordinance O-9-03: An Ordinance of the Mayor and City Council, City of Bisbee, County of Cochise, State of Arizona, Increasing the Wastewater Rates.
Keri Bagley, Finance Director

THIS ITEM WAS PULLED FROM THE AGENDA.

NEW BUSINESS

- 4. Discussion and Possible Approval for Acceptance of Material and Equipment Donation Agreement from Arizona Public Service (APS).
Keri Bagley, Finance Director

Ms. Bagley said that this was furniture donated by APS which they had delivered to us last Thursday. Mayor Pro Tempore Cline asked if Council had any questions.

MOTION: Councilmember Hansen moved to approve the material and equipment donation agreement from APS.

SECOND: Councilmember Higgins MOTION PASSED: UNANIMOUSLY

- 5. Discussion and Possible Approval of the Right-of-Way Use Permit for the Reservation of as many parking spaces as possible at the Old Bisbee High School Parking Lot on Saturday, April 20, 2019 from 4:30pm to 9:30pm.
Stephen Pauken, Interim City Manager

THIS ITEM WAS PULLED FROM THE AGENDA.

- 6. Discussion and Possible Approval of the Assignment of Hanger Lease between the City and Fast Fab Erectors, Inc. to Lindsay (Buzz) Hale.
Stephen Pauken, Interim City Manager

Mr. Pauken said that this item was on the agenda a little over a month ago and got pulled for some clarification that was needed in regards to some of the terms and conditions regarding the existing agreement. This was an agreement to assign the lease at the airport that was previously held by Fast Fab Erectors, Inc of which Mike Kreppel worked and was now deceased. If approved tonight it will be assigned to Mr. Lindsay Hale.

Mr. Pauken also said that the only thing about the contract that an assignment of this lease can be done with the permission of Council and can't be reasonably withheld. One thing that was noticed there was an escalation clause in the contract that was tied to the CPI. In all the years we had been collecting the monthly fee for that rent we had neglected to apply the escalator when it was appropriate to do so. He spoke with the assignee Mr. Hale about catching up to the current year based on the CPI and he was agreeable to do so. The lease would be increased by \$23.29 per month if we keep up with all the rents like we are supposed to we could generate revenue.

All the other terms of this agreement will stay in place and he would be wanting to talk to us in the very near future about making some further improvements of the lease that he owns. He hoped that this was a positive development for the airport and the city with the new owner/renter. He stated that staff recommends approval of the agreement.

Councilmember Johns asked about the parcel that it spoke about in the agreement, but in the motion was to approve the assignment of the hangar lease. Were we leasing out the hangar, parcel or both. Does that need to be worded in the motion.

Mr. Hanson said that the reason for the terminology of the hangar lease that was what they were called when this first came to us. He understood Councilmember Johns point it was a vacant piece with no hangar on it and now it actually has a hangar on it.

Councilmember Johns said it was fine then. Mr. Hanson said, yes.

Mr. Pauken said for further clarification for Councilmember Johns we wanted to assign the lease without disturbing any of the terms and conditions to make the transaction smooth and efficient.

Councilmember Hansen asked if this property was considered non-commercial or commercial. Mr. Pauken stated that it was considered airport commercial.

Councilmember Hansen also asked under the initial minimum insurance was the insurance \$50,000.00 rather than the million dollar because it was a commercial.

Mr. Pauken said that the insurance was the responsibility of the owner of the building so Mr. Hale was responsible for whatever insurance he need to pay to insure the building.

Councilmember Hansen asked if the minimum was \$50,000.00 according to the lease.

Mr. Pauken said that the minimum was \$50,000.00 according to the lease because that was the price of the building to be constructed on the property at the time. Councilmember Hansen said that she didn't see a copy of the insurance.

Mr. Hanson stated that Mr. Hale did send us a copy of the insurance. He asked Mr. Hale to come up and address this.

Mr. Hale thanked everyone for their hard work and endeavors especially Mr. Hanson. He stated that he did provide insurance through Farmers and a copy of his insurance which covers/shows the City of Bisbee as secondary insured on his two (2) million-dollar policy.

MOTION: Councilmember Higgins moved to approve the assignment of the hangar lease between the City and Fast Fab Erectors, Inc. to Lindsay (Buzz) Hale.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

7. Discussion and Possible Approval to purchase the 2018 International Building Codes, as a preliminary step toward adopting the 2018 building codes.

Joe Ward, Building Inspector

Mr. Ward said he put this on the agenda because he didn't want to spend the public's money without verifying with Council that the move to the 2018 was going to be acceptable. He stated that most of the 2012 were destroyed in the fire. We really need to get these in place and so now was the time for us to step up to a more advanced.

Mayor Pro Tempore Cline asked if Council had any questions.

MOTION: Councilmember Hansen moved to approve that the City of Bisbee purchase the 2018 International Building Codes, as a preliminary step toward adopting the 2018 building codes.

SECOND: Councilmember Higgins

MOTION PASSED: UNANIMOUSLY

8. Discussion and Possible Approval to allow Mayor and Council to go into an agreement between the State of Arizona Department of Defense and the Bisbee Police Department for the transfer of controlled property for law enforcement use only.

Albert B. Echave, Chief of Police

Chief Echave stated that this was the 1033 program that he has spoken about over the last year this was a renewal of the contract. This allows the police department to get government surplus property for law enforcement here. Over the past year they have gotten office chairs, Tasers, generators, and the large light (that was set up here when we first got here because it was dark) they got all from this program. They have also gotten several vehicles. It affords them to get a lot of things and equipment that they wouldn't have the funds to just go out and buy. They have to use it for over a year and then they have the option of transferring it to another department within the city, destroying it or selling it during an auction. They have saved by doing this program. He listed other items that they have received. This was a worldwide program that cost us \$250.00.

Mayor Pro Tempore Cline asked if Council had any questions.

Councilmember Lindstrom asked that when they buy something out of the program does it come from city money.

Chief Echave said that right now they don't purchase anything from the program they pay the \$250.00 that was required to be a member of the program. They then are able to search a website. They request the property through the website and if it was granted to us the only thing they have to pay for was the shipping to get it to them.

MOTION: Councilmember Johns moved to allow the Mayor and Council to go into an agreement between the State of Arizona Department of Defense and the Bisbee Police Department for the transfer of controlled property that is in excess to Law Enforcement Agencies for law enforcement use only.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

9. City Manager's Report:

- Other current events (No Discussion)
- Mr. Pauken gave an update on the Public Works Director Recruitment.
- Mr. Pauken said that there have been interviews for the Tourism Director and that they have narrowed the position down to one individual that they would like to carry on further with. They would like the iBisbee Committee to interview this person also.
- Mr. Pauken reminded everyone that the budget workshops start Monday at 5:30PM. It was scheduled for Monday through Thursday and they will be starting with Wastewater. He thought this could be done in three (3) or two (2) days may not take all week.
- Mr. Pauken spoke regarding the recycling survey that was given to Council what we take to the market place for the last calendar year.
- Mr. Pauken informed the Council that our DOC inmate labor was pulled today. This was regarding the Youtube video that was placed on the internet. All crews have been

pulled and they will have meetings to discuss this further with DOC. Our employees handled this the way they should have.

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate or take any action on these topics.):

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 7:46 PM

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **May 7, 2019**

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>			
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>		
TYPE OF ACTION:			
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>	FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON FEBRUARY 19, 2019 AT 7:00PM			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on February 19, 2019 at 7:00PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, FEBRUARY 19, 2019 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 7:00PM.

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III

Councilmember Joni Giacomino, Ward II

Councilmember Bill Higgins, Ward I

Mayor David M. Smith

Councilmember Leslie Johns, Ward I

Councilmember Joan Hansen, Ward II

Excused

Councilmember Anna Cline, Ward III, Mayor Pro Tempore

STAFF

Ashlee Coronado, City Clerk

Keri Bagley, Finance Director

Daniel Duchon, Personnel Director

Albert Echave, Police Chief

George Castillo, Fire Chief

CITY ATTORNEY

Elda Orduno

INVOCATION: Mayor Smith asked for a moment of silence to reflect on why most of us were here tonight. In sympathy and camaraderie with our brothers and sisters to the south.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith thanked the Bisbee bloomers for bringing the plants to City Hall. He wanted to acknowledge and thank them for their consideration.
- Mayor Smith announced he would be moving Item #7 up to the first item under new business.

CALL TO THE PUBLIC

- Keith Dennis, SEAGO spoke about the Community Development Block Grant project. He informed Council of the potential of phase 3 of the Tintown CDBG project.
- Gail Covengton McBride, Bisbee resident spoke on the razor wire situation. She said she spent a lot of time calling around Washington, Tucson, Phoenix and she still had many unanswered questions. She explained she finally was able to reach the community liaison out of the Tucson sector. She listed her questions she had been asked asking but had not yet received answers.
- Cynthia Conroy, Bisbee resident congratulated the new Council Members since she had not been to a meeting since they were seated. She spoke on Item #4. She requested that Council vote against elevating the position to a director. She said there was great deal of interest at the existing salary range. She spoke on the need for a Community Development Director.

- Charlet LePare, Bisbee resident explained she was here to show support for Council in regard to Mayor Smith letter in the paper. She spoke in regard to sewer and garbage fees. She also spoke about the razor wire and the effects on the animals and human beings.
- Tamara Burch, Bisbee resident, thanked the mayor for the Resolution regarding the razor wire. She explained that she had attended the Valentine's Day gathering at the border with the concertina wire. She also said that she would love to have Council meetings televised again.

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds

MOTION: Councilmember Cline moved to approve the accounts payable in the amount of \$121,738.89

SECOND: Mayor Smith

Councilmember Giacomino asked for clarification regarding the sewer and garbage fee for the cemetery. She also questioned the water bills at the Cemetery, Garfield Park and Grassy Park.

Ms. Bagley said that she would look into those charges and report back to Council.

Councilmember Cline asked about payment request to Flagler law, she had thought there was a \$6000 limit.

Ms. Bagley responded that she was unaware of a limit. These were for legal fees for Laundry Hill

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Appointment of Sandra CH Smith to the Bisbee Arts Commission.
Ashlee Coronado, City Clerk
- B. Approval of the Appointment of Linda Hallsted to the Evergreen Cemetery Committee.
Ashlee Coronado, City Clerk
- C. Approval of the Appointment of Deborah Phagan to the Evergreen Cemetery Committee.
Ashlee Coronado, City Clerk
- D. Approval of a Park, Facility, and Right-of-Way Use Permit for the use of Subway Street for Merchant Events to be held on Saturday, March 16, 2019, May 18, 2019, September 21, 2019 and November 16, 2019 from 8:00am to 10:00pm; which includes set up and breakdown.
Ashlee Coronado, City Clerk
- E. Approval of a Special Event Liquor License Application submitted by St. Patrick Church for an Event to be held at St. Patrick Church Hall/ Basement Located at 100 Quality Hill, Bisbee, AZ on Friday, March 1, 2019 from 6:00PM to 11:30PM, Jennifer Ratkovich, Applicant.
Ashlee Coronado, City Clerk

- F. Approval of a Special Event Liquor License Application submitted by St. Patrick Church for an Event to be held at St. Patrick Church Basketball Court Located at 100 Quality Hill, Bisbee, AZ on Friday, September 13, 2019 from 6:00PM to 10:00PM, Jennifer Ratkovich, Applicant.
Ashlee Coronado, City Clerk

Mayor Smith explained that item D would be pulled from the consent agenda.

MOTION: Councilmember Cline moved to approve the consent agenda items A-C and E&F.

SECOND: Councilmember Johns

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Cline and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

OLD BUSINESS

- 3. Discussion and Possible Approval of Ordinance O-19-01; Amending Article 5.2.4, CM Zone, Division 2 Adding Cocktail Lounges and Taverns to Permitted Uses.
Paul Esparza, Planning Manager

Mayor Smith explained that this was the second reading of this ordinance to add Cocktail Lounges and Taverns to permitted uses.

MOTION: Councilmember Higgins moved to approve Ordinance O-19-01; Amending Article 5.2.4, CM Zone, Division 2 adding Cocktail Lounges and Taverns to permitted uses.

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Higgins, Johns and Mayor Smith.

NAYS: Councilmember Giacomino and Cline

MOTION PASSED: AYES -4; NAYS -2

NEW BUSINESS

- 4. Discussion and Possible Approval of Resolution R-19-03; Denouncing the Use of Concertina Wire as a Unauthorized Border Crossing Deterrent by the Federal Government along the U.S. Mexican Border.
David M. Smith, Mayor

MOTION: Mayor Smith moved to approve Resolution R-19-03; Denouncing the Use of Concertina Wire as a Unauthorized Border Crossing Deterrent by the Federal Government along the U.S. Mexican Border.

SECOND: Councilmember Johns

Mayor Smith opened the item up to discussion.

Councilmember Higgins said that he would like to see this be expanded. He would like a request sent to the governor's office to join the lawsuit with 16 other states.

Councilmember Lindstrom asked what it meant to denounce it. He did support this, but wanted to know what action this would result from doing this.

Mayor Smith said that denouncing would mean that we are against concertina wire.

Councilmember Giacomino said that we could possibly talk to the residence of Naco.

Elda Orduno, City Attorney explained that before Council tonight was the resolution. The vote tonight should pertain to the resolution. If Council wanted to amend the resolution to include councilmember Higgins recommendation than someone would be able to withdraw the current motion on the floor. They would then have to offer an amended motion to take further action if there are no ideas right now Council could always bring those back at a later date for Council decision.

Councilmember Higgins requested to amend his motion.

AMENDED MOTION: to include urging the Governor and the Attorney General to join with the 16 other states that are suing the federal government over the emergency declaration.

Mayor Smith accepted the amendment to the motion.

SECOND: Councilmember Johns

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Cline and Mayor Smith.

NAYS:

MOTION PASSED: AYES -6; NAYS -0

5. Discussion and Public Input and Possible Approval of an Updated Visitor Center/ Tourism Director Job Classification.

Daniel Duchon, Personnel Director

Daniel Duchon, Personnel Director explained that there was a collaborative meeting with iBisbee Members and business owners and they came up with their vision for this position and that was the Tourism Director. It differs from the Visitor Center Manager/ Tourism Marketing Manager position we have now.

Mr. Stanley Stern, Chair of the iBisbee Committee explained that the process used was to go through the existing job description point by point. He said that Jen Luria was also in attendance was able to advise us on changes that were made. The committee unanimously felt that the position should be moved to become the director of tourism reporting to the city manager. That resulted in a different wage and salary increase. He explained it took us from \$39,265 to a Director at \$46,638. He said that tourism was a major industry of our city.

Mayor Smith asked Mrs. Bagley where we were in reference to the money that was presently in the budget for salary.

Mrs. Bagley responded that 50% had been used to date.

Councilmember Lindstrom said he was unhappy with the range. When you look at the range for all other workers in town it seemed pretty high. He said we needed to focus on the other positions needing to be filled. Councilmember Lindstrom thought our priorities were a little out of whack.

Councilmember Giacomino asked if the applicants that applied under the old job description would still be considered under this new description. She went on to ask if it would be reopened under the new job description.

Mr. Duchon responded that yes the new job description would be open and the applicants that qualify under the new description would be considered.

Councilmember Johns said personally she would rather see a Community Development Director. If this was what the community wanted she understood. She represents the people.

Councilmember Cline thought we needed a Community Development Director. She agreed with Councilmember Lindstrom that we had so many critical positions needing to be filled. This was right before the budget process was set to start. She said that just because we have the money now doesn't mean we will have it during budget time.

Councilmember Lindstrom said he thought this was the wrong time. He would definitely consider a recommendation if it was the right time.

Ms. Bagley reminded Council that the Bed Tax could only be used for tourism.

MOTION: Mayor Smith moved to approve the updated Visitor Center/Tourism Director job classification

City Attorney Orduno pointed out that the way the proposed motion on the agenda item stated "I move to approve the job classification for the Tourism Director including the removal of the Visitor Center Manager job classification." She was unsure if that was part of Council's consideration. She just wanted to make sure Council was aware of that.

SECOND: Councilmember Higgins

MOTION PASSED: AYES: 4; NAYS: 2 (Lindstrom, Cline)

6. Discussion and Possible Approval of a Contract for Services with Washington Federal for Banking Services, Merchant Services and Employee Purchase Cards.
Keri Bagley, Finance Director

Ms. Bagley explained that this was a contract for banking services with Washington Federal. She explained that a request for proposal was posted in October 2018 three banks responded to the proposal. She said the three that bid were Wells Fargo, Washington Federal and Western bank. Of the three it was determined that Washington Federal provided the services that we needed.

Councilmember Bill Higgins thanked Ms. Bagley for bringing this before Council. He knew that this was a lot of work but was very happy about it.

MOTION: Councilmember Higgins moved to approve the contract for banking services, merchant services and employee purchase card services with Washington Federal.

SECOND: Councilmember Johns

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Cline and Mayor Smith.

NAYS:

MOTION PASSED: AYES -6; NAYS -0

7. Discussion and Possible Approval to Retain an Attorney to Consult with Council about the Jacobs Contract and all the Protests.

Leslie Johns, Councilmember Ward I

Councilmember Johns explained that after thinking about this some more she would like to hold off on this for now. She said it may be beneficial to wait till we have a new City Attorney on staff. She requested that this item be pulled from the agenda.

8. City Manager's Report:

- Other current events (No Discussion)

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate or take any action on these topics.):

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:04 PM

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **May 7, 2019**

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>			
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>		
TYPE OF ACTION:			
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>	FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON DECEMBER 18, 2018 AT 7:00PM			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on December 18, 2018 at 7:00PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, DECEMBER 18, 2018 AT 7:00 PM IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BUILDING G, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 7:00PM.

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III
Councilmember Joni Giacomino, Ward II
Councilmember Bill Higgins, Ward I
Mayor David M. Smith
Councilmember Leslie Johns, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Anna Cline, Ward III, Mayor Pro Tempore

STAFF

Robert Smith, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Daniel Duchon, Personnel Director
Dwayne Wallace, Operations Manager

CITY ATTORNEY

Britt Hanson

INVOCATION: Mayor Smith asked for a moment of silence to reflect upon how incredibly lucky we are, and all the blessing that have been given to us in the last year and hope for the future of Bisbee.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith read the Proclamation for Wreaths Across America.

CALL TO THE PUBLIC

- Susan Blackford, Bisbee resident spoke regarding outsourcing.
- Kelly Overacker, Bisbee resident thanked Jen Luria for all of her work and thanked Rachael Hudson for her work. She said that both should be commended and was concerned that there had been no action to fill the position.
- Nicholas Night, Bisbee resident congratulated Dwayne Wallace on his certification. He agreed with the last speaker hire someone post-haste.
- Fred Miller, Bisbee resident welcomed the new Council. He said that he and his wife own Copper City Inn. He thanked Jen for all of her hard work and gave a seven (7) year run down of tourism / visitor center. He urged the City Manager to post the job soon.
- Doris Turner, Bisbee resident spoke on sewer rates. She owns a duplex and pays over \$150.00 per month. She wants something done.
- Kathy Sowden, Bisbee resident stated that she serves on the iBisbee Committee. She spoke regarding the ULI report that was done. She said that Jen Luria was able to engage the younger demographic and she requested that the Council fill the position very soon.
- Chuck Feil, Bisbee resident thanked Jen Luria for enhancing their business. He implored Council to fill the position with someone of Jen's caliber.

- Sean Hicks, Bisbee resident spoke on the tourism position and thanked Jen Luria; she spoke to the younger people. We need to get someone in the position quickly.

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds

MOTION: Councilmember Cline moved to approve the accounts payable in the amount of \$277,101.53.

SECOND: Councilmember Hansen

Mayor Smith asked if there was any discussion.

Councilmember Lindstrom stated that he still sees Office Depot for little things that can be done here.

Councilmember Lindstrom asked about 10-64-61000 Fire Department Vehicle Parts & Labor: Lawley Motors totaling \$1,236.46, he thought that we were using the County or in house. Ms. Bagley said that it was parts for the rescue truck and that we do not send the ambulance to the County it was for the County vehicles that need repair.

Councilmember Giacomino asked about 10-56-13500 Personnel Subscriptions & Dues: SHRM Annual Membership \$209.00 do we pay this for everyone. Ms. Bagley stated that we pay for certification for all employees.

Councilmember Giacomino asked about tools throughout all the departments that are being purchased; do we not have some kind of inventory. Ms. Bagley said that Finance had mentioned before that they felt there was a need for some kind of inventory to keep track and that has not been done yet. It would be up to the departments to do some kind of inventory control.

Councilmember Cline asked about 10-74-50100 Bldg Repair & Maintenance: Cleaning Offices/ Restrooms \$3,030.00. Ms. Bagley stated that it was to clean the detention building which had been empty for some time.

Councilmember Cline asked about 10-77-34000 Garage Contract Services: Culligan- Drinking water/ garage totaling \$ 676.88. Mr. Wallace said that for as long as he had been here they have been using Culligan at the garage.

Councilmember Cline asked about 10-83-46000 Operational Expenses: Nanny Content Watch \$59.99 wanted to know what it was. Ms. Bagley said it was for the children section of computers for the library.

Councilmember Giacomino asked Mr. Wallace if there was a plan to have an inventory for the tools. Mr. Wallace said that he and Ms. Bagley had discussed this, it was definitely an idea to do that just doesn't know when.

Mayor Smith said was it right to say there was a plan just no due date. Mr. Wallace stated, yes.

Mr. Smith spoke regarding the cleaning of the Juvenile Detention Center he did not feel it was safe for staff employees who may not have the personal protective gear to actually go in and clean because of what was found in the environment.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on December 4, 2018 at 7:00PM.
Ashlee Coronado, City Clerk
- B. Approval of the Minutes of the Regular Session of Mayor and Council held on November 20, 2018 at 7:00PM.
Ashlee Coronado, City Clerk
- C. Approval of the Minutes of the Special Session of Mayor and Council held on November 20, 2018 at 5:30PM.
Ashlee Coronado, City Clerk
- D. Approval of the Resignation of Cathy Murphy from the Bisbee Arts Commission.
Ashlee Coronado, City Clerk
- E. Approval of the Appointment of Douglas Dunn to the Planning and Zoning Commission.
Ashlee Coronado, City Clerk
- F. Approval of a Liquor License Application for Chuckleheads located at 41 Brewery Avenue, Bisbee, Arizona; Matthew Becker Applicant.
Ashlee Coronado, City Clerk

Mayor Smith asked if Council wished to pull one of these for discussion.

MOTION: Councilmember Cline moved to approve Consent Agenda Items 2A-2F.

SECOND: Mayor Smith

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

OLD BUSINESS

- 3. Discussion and Possible Approval of Ordinance O-18-14 to Conditionally Rezone APN 103-61-348, owned by Dennis and Donna Gatten, from R-1 to CM-1.

Paul Esparza, Planning Manager

Mayor Smith indicated that this was the second reading. He asked if any member of Council wishes any discussion.

MOTION: Councilmember Higgins moved to approve Ordinance O-18-14 to conditionally rezone APN 103-61-348, owned by Dennis and Donna Gatten, from R-1 to CM-1.

SECOND: Councilmember Johns

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

NEW BUSINESS

4. Discussion and Possible Approval of an IGA for Legal Services with Cochise County Attorney's Office.
Britt Hanson, City Attorney

Mr. Hanson said that they (The Civil Division of the County Attorney's Office) had been representing the City for three and half years now. They found the work very interesting and it has made them better lawyers at the County and they hope that they brought some of their expertise that they learned with the County to the City as well. They work with some very good people and have done some very interesting work. It was a very tremulous time within that three and half years we are on our third City Manager, Fire Chief, Public Works Director, Human Resources Director, Grants Administrator and about to be heading to a third Tourism Director; second Finance Director and Library Director and that was just at the department head level. It has been kind of a wild ride. Mr. Hanson stated that he mentioned this because there was only a small fraction of work that the Mayor and Council sees. He also stated that 95% of the work done was done with staff.

Mr. Hanson gave some background information regarding the Civil Division office and who works for them. He spoke about the evaluations that have been over the past three and half years and he was pleased to say that they have been uniformly positive. He also spoke regarding the structure of the IGA from the beginning. The use of that money was to pay the fourth paralegal and to do that he needed a fixed amount in order to pay that salary and benefits that go along with it. He stated that they were happy with the structure of the contract and he hoped that the City was happy with the structure of the contract as well. The original contract that they signed in 2015 was a fixed contract for \$60,000.00 when it was renewed two years ago they did not ask for an increase because the city employees had not gotten a raise and they didn't think it was fair to ask for one. The City since then has given employees a 5% raise so they are asking for a 5% increase as well. Some of that will be going towards a pay increase and some to offset higher health benefit costs. Mr. Hanson did some checking about what other cities in Cochise County are paying for legal services; Wilcox \$80,000.00, Douglas \$95,000.00, Benson \$324,000.00, Huachuca City \$53,000.00, and Sierra Vista \$270,000.00. He thought the amount negotiated in 2015 was a fair amount and what was being asked now was a fair amount as well.

Councilmember Johns said that Ms. Bagley had pulled what was paid for outside counsel and since 2015 it was \$6,152.91, which was not absorbent, but we do have the lawsuit coming up regarding Laundry Hill. She asked if there were other lawsuits in the pipeline. Mr. Hanson said that the only one he was aware of was the Board of Adjustment Appeal Laundry Hill.

Councilmember Johns said that constituents have asked about going into executive sessions, that for the last couple of years and Council has gone into executive session thirteen times over the last two years. Every single time it fell right under the statute for executive it was very clear. She questioned one that was done in January 2, 2018: Public Hearing and Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-17-13; Amending the Zoning Code to allow Special Use application for alternative lodging parks in all Zoning Districts except the Historic District and Clarifying Special Use Permit language she wasn't sure why. Mr. Hanson said he remotely didn't remember going into executive session or why they would have.

Councilmember Johns said that another concern was that with this IGA the County was always your first priority, but if there was a conflict between the City and the County you couldn't represent us.

Mr. Hanson stated that, that hasn't happened. They try to stay out of policy decisions.

Councilmember Johns said that the issue of when Mr. Hanson has to conflict out of a case as he recently did for the Laundry Hill issue. People were questioning if it was really necessary for the whole County Attorney's Office too. She asked Mr. Hanson to clarify that, that happens in the Criminal Division as well that it was a typical practice for the County Attorney Office.

Mr. Hanson said that the Criminal Division does conflict out from time to time. They are subject to the same conflict of interest laws, rules and regulations that the Civil Division was.

Councilmember Giacomino said that Mr. Hanson stated that the increase in the contract was because of the increase of pay for City employees, but as a contract person you don't fall under the same regulations as a regular employee and the paralegal that was hired had nothing to do with the City why would this have anything to do with it.

Mr. Hanson stated that, that was the revenue stream to pay that employee and therefore it was fair to ask for that raise.

Mayor Smith said that the point of clarification our contract with the County was only paying for the paraprofessional and we are actually getting four attorneys' for that price.

Councilmember Giacomino said that when Mr. Hanson was talking about all the other pricing for the cities did he take into consideration the size of the towns in comparison with Bisbee.

Mr. Hanson stated that he did, but that there was no exact comparison to the City if you go on population Bisbee was larger than Wilcox by a couple of thousand that was about the closest one. There would not be an apple to apple comparison.

Councilmember Giacomino said that there was seven months left on this contract her question was that with most contracts they usually wait till three months out. She wanted to know why it was coming up now.

Mr. Hanson said that the reason he was here in December was because he has an employee who was dependent on this revenue stream so, that was why he was here.

Councilmember Lindstrom asked Mr. Smith what options do we have if we don't go here.

Mr. Smith said that if Mayor and Council chose not to go through with this IGA we certainly can put out a request for qualifications. Once you have done this would be when you would find out what legal services would cost us.

Councilmember Giacomino asked if Mr. Smith had any knowledge of going with an individual instead of a law firm.

Mr. Smith said that he did, but in the end the City decided to go with a firm. He couldn't speak to legal cost here or the skill sets for attorney's that are here in the Bisbee area.

Councilmember Lindstrom asked Mr. Smith if he could tell them what we were paying before.

Mr. Smith said that he couldn't.

Councilmember Giacomino said why a two-year extension and not a one.

Mr. Hanson said because they were here in December and has an employee dependent on this revenue stream and wanted to give the employee some security.

Mr. Smith said speaking of the term of the contract it takes a significant amount of time for a legal firm to get to know a community and to get to know the history of a community to be able to effectively answer questions quickly and multi-year contracts are very, very common when you are talking about legal services that are going to span a very large range of issues.

- Susan Blackford wanted to know why this contract was coming up now when it wasn't due until next year. She spoke regarding attorney Lauri Owen (former County Attorney) regarding our CON. She felt that the City only needed a part-time lawyer.

Mayor Smith clarified that Ms. Owen hasn't been employed by the County Attorney's office in well over a year.

Mayor Smith indicated that there are a number of the Council who use the Attorney's on a regular basis. He was extremely happy with the service that they provide there are specialization among the four attorney's which helps to give us better legal advice. He could say that this was an incredible bargain to get attorney's that are at our beck and call literally twenty-four hours a day seven days a week for this small amount of money.

Councilmember Lindstrom asked if there was any way to get a comparison maybe by the City Manager saying here's what we could do and maybe to explore other options and then from there make a decision.

Mr. Smith spoke to that and he could guarantee the Council that they couldn't get the legal service that we receive right now for what we are paying and if you go to the market we will be paying about twice that if not more. Given the amount of service that you are getting from the County we are paying for only a fraction of what you are receiving.

Councilmember Giacomino said that she didn't think that the suggestion was to find a cheap part-time it was to look for comparison. She didn't see why we couldn't do a comparison there was still enough time.

Mayor Smith indicated that, that had happened before years ago and even at those years ago prices it couldn't be done.

Councilmember Cline said that we still have a contract until June of 2019 so we do have time to look if that was the will of the Council. She thought that the Council needed more time to discuss this a little bit more.

Mayor Smith asked Councilmember Cline what her recommendations were. Councilmember Cline stated that it was up to the Council, but it sounds like everybody wants a little bit more time just to see if there are options and what those options are or maybe this was it, but we need to be sure that this was what we want.

Councilmember Hansen said that she understood what has been said about wanting options, but if everybody was pleased with what has been happening with the legal that we are getting from the County why are we looking for other options. She asked if they were not happy with what was going on was that the problem, because we will not find anything better than this as far as the price was concerned. The reason that we went for this was because the attorney that we did hire ran over budget, that was the reason we looked at going with the County. She didn't think that we need to be looking any further unless Council has a big problem with what we are getting now.

Councilmember Giacomino said that her biggest problem was the JACOBS contract and that in this contract there was a termination clause, but yet there wasn't one in the JACOBS contract. That really bothers her personally. She didn't see why we couldn't review every year to see if there are better options.

Councilmember Lindstrom asked if this was something they could table and revisit in three months.

Mayor Smith said no we wouldn't table it for three months. He said that they have specific questions can we get a better deal was the bottom line of their questions was he missing something. He asked what was the question.

Councilmember Lindstrom said he wanted to explore all options. He can't say he was 100% happy they have been very helpful many times, but there are things our city was in trouble we have to look at all aspects of our

city leaderships and this was just one aspect of it. If we can look in three months and we decided to do then let's do it, again this was a big thing and we are just going to jump into it.

Mayor Smith said he wanted to know what we are looking at what will we have in three months that we don't have now.

Councilmember Lindstrom said he didn't know we could look and ask.

Mayor Smith said what are you going to look for that was the question. What data in the next three months can we get to make a decision what are you after if, if it was not price.

Councilmember Lindstrom said that if it was just price we could put an ad in the paper saying \$10,000.00 for a City Attorney. He wants to look at all aspects of this.

Councilmember Higgins called for a point of order there was such a thing as Robert's Rules and we have been pretty lacks here because we have all been polite to one another, but this was just people speaking without being recognized by the chair and we need to put a stop to it.

Councilmember Giacomino said for the simple fact does someone else have something better to offer put it out on the market.

Mayor Smith said that he was trying to get someone to say, do you want an RFQ (Request for Qualifications) put out if that was what they wanted to put out that was what we needed to discuss that was how we find out what are the qualifications and then bring them to the Council.

Councilmember Johns would like to see a RFQ put out to see some resumes, experience in municipal law and what they would charge. We don't just look at price we look at quality, experience and what they can do for us. In her mind price was not the highest priority when it comes to these kinds of services.

MOTION: Councilmember Higgins moved to approve the IGA for Legal Services with Cochise County and the County Attorney's Office.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Higgins, Hansen and Mayor Smith

NAYS: Councilmember Lindstrom, Giacomino, Johns, and Cline

MOTION FAILED: AYES -3; NAYS -4

Mayor Smith gave direction to Mr. Smith to put out an RFQ and he would request that it get out as soon as possible to be able to provide the answers to the County Attorney's Office that they need.

5. Discussion and Possible Approval of the Execution of the ADEQ Consent Order for the Wastewater Treatment Plant.

Robert E. Smith, City Manager

Mr. Smith said that the brief summary of this was that we failed a wet test twice before ADEQ issued the Notice of Violation in July. Once we began responding to the Notice of Violation we saw failures in the tests. We could not locate documentation to show that ADEQ had been notified of those failures or that staff had taken measures to correct the failures. The Notice of Violation informed us that we had one more attempt at the wet testing and if we failed that test we would be issued the consent order. We took our time we went through the plant, we consulted with Jim Doyle and other staff, we went through cleaning process and then conducted the third wet test and failed. That failure occurred in November we reported that immediately to ADEQ and they advised us that they would issue a consent order.

The consent order was an agreement between the city and ADEQ on performance and duties that the city must conduct in order to repair our testing record, clean up the plant and then demonstrate that we can pass the wet test without the consent order. We would be facing fines and penalties at the moment given the Notice of Violation issuance and the changes that we had with the staffing at the plant. We do appreciate ADEQ issuance of the consent order and staff recommends that the Council execute the consent order to allow staff to clean up the plant and get wet testing passing at the plant.

Mayor Smith asked that what if the Council doesn't agree to this.

Mr. Smith said that ADEQ has legal measures that they can pursue through State and Federal Court to mandate us to act. They also have fines and penalties that they can impose daily on the failures that we have had and our inability to demonstrate compliance at the plant.

Councilmember Lindstrom inquired about the third test failing to reach the lab in Texas within the prescribed time frame. He asked why that would happen.

Mr. Wallace, Operations Manager said that FedEx did two-day shipping it instead of overnight shipping. He doesn't know what happened but something happened between Bisbee Office Supply and Texas. It didn't get there when it was supposed to.

Councilmember Lindstrom said that, that sounded ridiculous something so important.

Mr. Wallace stated that it was beyond their control. They put it on the pickup and they picked up on time he doesn't know why the overnight didn't overnight.

Councilmember Lindstrom asked where Jim Doyle during all of this. Mr. Wallace said that Jim Doyle was there every other day and the reason that we found out that we failed the test before Mr. Doyle was because of the resources he brought down to help us.

Mr. Smith said that ADEQ provides three chances to run this test and pass it and the reason why they do that was because chasing down the cause of the failure was not simple. It can be weather, precipitation, it could be issues at the plant interns of its operation, cleanliness it could be lots of things. The reason why they allow you to fail it three times was so that you get several opportunities to try and chance down where the failure came from. The problem was that we were sitting on our third test, but we had not had two opportunities to try and figure out and narrow down the cause of the failure.

Councilmember Cline asked where was Mr. Doyle in all of this.

Mayor Smith said that the first two fails occurred under the supervision of the three terminated employees Mr. Doyle wasn't anywhere around. The third test could be a number of reasons as to why it failed they chose what they believed to be "the" reason and it turned out it wasn't. They do not get to go and do it again. They have had three failures that was the requirement from ADEQ. Mr. Doyle was involved with one of those and the wrong choice was made.

Mr. Smith said that ADEQ was being reasonable by providing the consent order. If the consent order was not offered, we would have no additional time and we would be facing penalties. With the consent order ADEQ was giving us more time to bring the plant into compliance without a fee and a fine structure.

Councilmember Giacomino asked when Jim Doyle came aboard. Mr. Wallace believed it was the end of June beginning of July. She also asked when the realization that we had already failed two test come. Mr. Wallace said that it was when Mr. Doyle brought down the compliance team from PIMA County July.

Councilmember Lindstrom asked who submits the wet test. Mr. Wallace stated the city does and they set up an auto sampler and it gets put in and then sent off.

MOTION: Councilmember Higgins moved to execute the ADEQ Consent Order for the Wastewater Treatment Plant.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

6. Discussion and Possible Approval of the Agreement for the Appointment of the City Magistrate for Magistrate Court of the City of Bisbee.

David M. Smith, Mayor

Mayor Smith said that this was the normal thing that we do whenever a new JP was being sworn in and they are action as our City Magistrate. This was routine done for every election.

Councilmember Lindstrom asked if we used to have a City Magistrate where the money went to the City and now we don't.

Mayor Smith said about ten years ago that was given up when we decided the City Manager and the Council went away from the City Magistrate and contracted basically with the JP and gave away the funding.

MOTION: Councilmember Hansen moved to approve the Agreement for the Appointment of the City Magistrate for the Magistrate Court of the City of Bisbee.

SECOND: Councilmember Johns

ROLL CALL VOTE:

AYES: Councilmember Lindstrom, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -3; NAYS -4

7. Discussion on the Preservation of the Warren Fire Station on Bisbee Road.

Joni Giacomino, Councilmember Ward II

- Susan Blackford spoke regarding the Bisbee Fire house in Warren. She thought it could be a Warren District and Fire museum. She stated that the Council would have to declare it a presentation site. They are still very much interested in this.
- Audrey "Luche" Giacomino spoke about the Warren Fire Station on Bisbee Road. This never reached Council for a hearing for the public. This would bring tourism to Warren.

Councilmember Giacomino gave a presentation and had a discussion regarding the Warren Fire Station on Bisbee Road. She said that we need to expand tourism. We have a lot of Fire history this could be tied into the Queen Mine, Visitor Center and Cemetery. She thought this would draw tourism. There are a lot of entities that would help with this.

Councilmember Giacomino asked how she could get this back on the agenda for discussion and possible action. Mayor Smith said that we needed a specific action item. He suggested that if this was an important enough issue that perhaps we have a work session so they can talk about a business plan and who needs to be involved.

Mayor Smith asked that staff schedule a work session in the near future.

8. Discussion and Possible Approval of an updated Public Works Director/City Engineer job classification.

Daniel Duchon, Personnel Director

- Susan Blackford spoke about the previous Public Works Director Tom Klimek. She also spoke regarding Andy Haratyk as the Public Works Director. She didn't want the job description changed, just follow it.

Mr. Duchon said that this was an updated job description for a Public Works Director/ City Engineer. He clarified that previously we have updated job descriptions and erased other ones this one was not removing the other Public Works Director job description. This was for whatever direction the City goes in we could have a job description that matches what that individual will actually be doing. Previously we have had professional engineers (PE) work as a Public Works Director but we didn't have a job description or a proper title for what they were doing.

Councilmember Cline said that it would have been very helpful to have the other job description generally if we are updating we see what is bolded, added or removed.

Councilmember Giacomino asked about the education, experience, and certifications why the Bachelor's Degree was not required. She also asked if five years was really enough experience. Mr. Duchon stated that he could change this.

Councilmember Giacomino also asked why certification in wastewater collection not required. She thought it was important. Mr. Duchon said that they put deferred in there because ADEQ requires only the operators need to have the certification.

MOTION: Councilmember Higgins moved to approve the job classification for Public Works Director/ City Engineer.

SECOND: Mayor Smith

MOTION PASSED: UNANIMOUSLY

9. City Manager's Report:

- Other current events (No Discussion)
- Mr. Smith spoke regarding Jen Luria's resignation.
- Mr. Smith spoke about Xpress Bill Pay.
- Mr. Smith stated that the rent with the County will now come out of the City pocket.
- Mr. Smith spoke regarding the RFP for banking services.

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate or take any action on these topics.):

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Lindstrom

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:58PM

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON OCTOBER 2, 2018 AT 7:00PM	

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on October 2, 2018 at 7:00PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: 
Ashlee Coronado,
City Clerk

Reviewed by: 
David M. Smith,
Mayor

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, OCTOBER 2, 2018 AT 7:00 PM IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BUILDING G, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 7:05PM.

ROLL CALL

COUNCIL

Councilmember Anna Cline, Ward III

Councilmember Joan Hansen, Ward II

Councilmember Frank Davis, Ward I

Mayor David M. Smith

Councilmember Bill Higgins, Ward I

Councilmember Douglas Dunn, Ward II, Mayor Pro Tempore

Councilmember Gabe Lindstrom, Ward III Excused

STAFF

Robert Smith, City Manager

Ashlee Coronado, City Clerk

Keri Bagley, Finance Director

Daniel Duchon, Personnel Director

Dwayne Wallace, Interim Operations Manager

Albert Echave, Police Chief

George Castillo, Fire Chief

CITY ATTORNEY

Elda Orduno

INVOCATION: Mayor Smith asked for a moment of silence to reflect on the incredible tragedy going on in Indonesia right now.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith read the Rose Johnson Day Proclamation.

CALL TO THE PUBLIC

- Sean Hicks, Bisbee resident gave a suggestion for cost savings for the electric for 60 Brewery Gulch, combine the different for that into one bill and it could save approximately \$150.00 a month.
- Alison Williams, Program Coordinator for the Copper Queen Library spoke and thanked the Mayor for the Rose Johnson Day Proclamation. She spoke about the Copper Queen Library having a Haunted Library and that there will be a planning meeting held and that the public was invited. They were asking for help.

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds

MOTION: Councilmember Cline moved to approve the accounts payable in the amount of \$101,659.11.
SECOND: Mayor Smith

Mayor Smith asked if there were any questions.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on September 18, 2018 at 7:00PM.
Ashlee Coronado, City Clerk
- B. Approval of the Minutes of the Special Session of Mayor and Council held on June 12, 2018 at 6:00PM.
Ashlee Coronado, City Clerk
- C. Approval of a Farm Winery Fair/Festival Liquor License application submitted by Golden Rule Vineyards for an event to be held at City Park on Saturday, October 6, 2018 form 5:00pm to 8:00pm.
Ashlee Coronado, City Clerk
- D. Approval of a Farm Winery Fair/Festival Liquor License application submitted by Asmundson Family Vineyard, LLC d/b/a Deep Sky Vineyard for an event to be held at City Park on Saturday, October 6, 2018 form 5:00pm to 8:00pm.
Ashlee Coronado, City Clerk
- E. Approval of a Special Event Liquor License application submitted by Community Synergy Solutions Corp for a event to be held at the Bisbee Royale on October 13, 2018 from 3:00PM to 12:00AM.
Ashlee Coronado, City Clerk

Mayor Smith asked if Council had any discussion on these items.

MOTION: Councilmember Hansen moved to approve Consent Agenda Items 2A-2E.
SECOND: Councilmember Cline

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

OLD BUSINESS

NEW BUSINESS

3. Discussion and Possible Approval of a Contract for Services with Xpress Bill Pay for online bill pay services.

Keri Bagley, Finance Director

Ms. Bagley stated that this was a Contract for Services with Xpress Bill Pay for online bill pay services. The RFP was posted back in August for this and received seven (7) proposals and Xpress Bill Pay came in at the second lowest. They have extensive experience with our software and other municipalities in Arizona. We chose them and it should be easy to get them up and running.

Mayor Smith said for the benefit for anyone that might have a questions would Ms. Bagley tell the Council what that meant.

Mr. Bagley said that Sewer and Garbage customers would be able to pay their bill online. They would be able to go on line and check there bills every month and they can sign up to get text messages for when their bills are due and when payments have been made.

Mayor Smith asked Council if they had any questions.

Councilmember Hansen asked for clarification on the fees are we also paying the \$0.30 cents transaction fee per transaction.

Mayor Smith said that \$0.30 cents were very cheap compared to our people hand entering these items.

Ms. Bagley stated that this would cut down on the check we receive for electronic checks that are sent to us, but doing it this way we can get an electronic file so it would cut down on the manual entering of those checks. She also stated that we get about three hundred of these a month.

Mayor Smith asked if there were any more questions for Ms. Bagley.

MOTION: Councilmember Davis moved to approve a contract with Xpress Bill Pay for online bill pay services.
SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

4. Discussion and Possible Approval of a Commercial Lease for 24 Main Street between the City of Bisbee and Letson Partners LLC for the Bisbee Science Center.

David M. Smith, Mayor/ Etta Kralovec

Ms. Greene gave a brief update to the Council regarding the Science Center before she moved on to this item. She said that with this store front they will create opportunities for the public both youth and adult to experience science and research in a variety of ways. This project was moving forward with lightning speed.

Ms. Greene said that what was before Council was the lease for 24 Main Street and this would be the store front for one year with the option to renew. The renewal will require a different pricing structure because the owners have agreed for this first year to take a substantial discount based on the USDA awards. They will except what we have to offer.

Mayor Smith said that the money has already been allocated it was not costing the city anything there was sufficient money for this one-year lease to cover all aspects.

Ms. Greene spoke about how the money would be reimbursed and also spoke in regards of the in-kin donations.

Councilmember Cline asked what would happen for the second year since the first year was paid for. Ms. Greene said that one of the things that wanted to do at the store front was to sell retail products that are science orientated, particularly education products; toys, learning, and learning objects different things that locals and

tourist would be interested in. All sales proceeds would go into a holding account that would pay for the second year.

Councilmember Davis believed next year they would have the 501 3C so that the city would not have to manage this grant. Ms. Greene stated "right".

Councilmember Higgins stated that this was one of the most exciting things to take place since he had been on the Council. He thought that they had done a fantastic job putting this together.

Ms. Greene said that from the get go it has been a collaborative effort among some really amazing partnerships.

MOTION: Councilmember Davis moved to approve the Commercial Lease for 24 Main Street between the City of Bisbee and Letson Partners, LLC for the Bisbee Science Center.

SECOND: Councilmember Higgins

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

5. Discussion and Possible Approval to enter into an agreement between Century Link, the State of Arizona 911 and the City of Bisbee Police Department for installation of a new updated 911 System to include equipment, software, maintenance, support and training.

Albert Echave, Chief of Police

Chief Echave said that before Council was the five (5) year agreement with Century Link via the State of Arizona for a total amount of \$250,727.00. This amount was paid by the State of Arizona to Century Link on our behalf to maintain our two (2) positions for our 911 center. This also includes the upgrade to the system.

Mayor Smith said the good thing Chief was that it didn't cost the city any money. Chief Echave said that it didn't cost the city any money.

Mayor Smith asked the Council if they had any questions for the Chief.

MOTION: Councilmember Cline moved to allow the Mayor and Council to go into an agreement between Century Link the State of Arizona 911 and the City of Bisbee Police Department for installation of a new updated 911 System to include equipment, software, maintenance, support and training.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

6. Discussion and Possible Approval of an Engagement Letter for legal representation regarding employee grievance hearing for Suzanna Vetter.

Daniel Duchon, Personnel Director

Mr. Duchon said that we had an employee who was involuntary terminated and went through the grievance stages and now it was in the third stage which was the Civil Service Commission hearing. As members of the Arizona Municipal Risk Retention Pool (AMRPP) part of that benefit was legal representation from Perce Coleman PLLC they are employment attorney's that specialize in grievance hearings to represent the city. This was an engagement letter to retain them to have them represent us for that specific grievance.

Mayor Smith said that what he understood the cost to the city was only room and board.

Mr. Duchon stated that was correct. The actual fees for the attorneys was covered through the risk pool, but we have to pay their cost; mileage, lodging and copies and that was projected to be no more than \$500.00.

Mayor Smith asked if Council had any questions.

Councilmember Cline asked if we knew about how long the hearings will take.

Mr. Duchon stated that it was scheduled to be a one-day hearing. He was trying to get them scheduled for the middle of October he was just waiting to secure a date with all the parties.

MOTION: Councilmember Davis moved to approve the engagement letter with Pierce Coleman PLLC to represent the City of Bisbee in the Civil Service Commission Employee Grievance Hearing for Suzanna Vetter.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

- 7. Discussion and Possible Approval of an Engagement Letter for legal representation regarding employee grievance hearing for Michael Teran.

Daniel Duchon, Personnel Director

Mr. Duchon stated that this was the exact same engagement letter for a different Civil Service Commission hearing with a different employee. It was the same attorneys through the risk pool. The cost will be \$500.00 for each of these.

Mayor Smith asked the Council if they had questions.

MOTION: Councilmember Cline moved to approve the engagement letter with Pierce Coleman PLLC to represent the City of Bisbee in the Civil Service Commission Employee Grievance Hearing for Michael Teran.

SECOND: Councilmember Davis

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: 0

MOTION PASSED: AYES -6; NAYS -0

- 8. Discussion and Possible Approval of a Fire Inspector job classification.

Daniel Duchon, Personnel Director

Mr. Duchon stated that this was the job description for the Fire Inspector position that we have been discussing and this was included in the FY18-19 budget. This was just for the description of the position the duties and the requirements. When this was filled this was what that position would be doing. In this year's budget there were two (2) part-time Fire Inspectors.

Mayor Smith asked Council if they had any questions.

Councilmember Cline asked how many Fire Inspectors we have in the department currently. Chief Castillo said that at this time they have seven (7). Mr. Duchon said that the seven (7) have the certification and it was a collateral duty their primary position was Fire Fighter. This position was purely Fire Inspector they will have no other duties. Mayor Smith said that they would not be in the PSPRS. Mr. Duchon said that was correct.

Mayor Smith asked Chief Castillo that with those seven (7) they are Inspector 1's except for Lieutenant Richardson he was the Fire Marshall and the Fire Inspector 2.

Councilmember Cline asked if we had that many businesses where we would need more than the current seven (7) that we have.

Chief Castillo said that currently right now the inspectors that they have they are just inspecting new businesses the current businesses are not being inspected only certain businesses that have annual/ yearly inspections. Only the new businesses are being inspected at this time.

Councilmember Cline asked the City Manager if these inspections would be just for new businesses. Mr. Smith said that the code that we have adopted indicates that all commercial ventures are to be inspected every year and he didn't think that we had ever done that. There are Airbnb's as well that we need to evaluate to determine at what frequency we should be inspecting them for safety. As to the inspectors we currently have on the force their main responsibility was the response they don't have the time nor the numbers to be able to take on that kind of inspections load and get the job done.

Councilmember Cline asked if these part-time inspectors will be working everyday part-time hours will one work for and x amount of time and then the other one work for an x amount of time. How would this be scheduled in. Mr. Smith said that he would leave that up to the Fire Department to schedule those part-time workers within the confines of ASRS and Arizona's part-time restrictions.

Councilmember Cline said she didn't see a plan in place on how it would be monitored. Can it be added in there that we do this for six (6) months and revisit it to see if these inspectors are needed.

Mayor Smith said that they would certainly see that at the new budget time. Mr. Smith said that the best folks to tell us would be the department and he would rely on the Chief and the Fire Marshall to provide information relative to how many inspections they are performing and what the loads are that are born by the part-time fire inspectors and whether or not we are meeting the code requirement.

Councilmember Higgins said that basically we would be doing inspections on all commercial properties in the city on a yearly basis.

Mayor Smith said, yes.

Councilmember Dunn stated to the Mayor that there would be a fee that would pay for these positions. Mayor Smith said, yes. He thought that this was something we have been needing for some time.

Councilmember Dunn asked what we could do in terms of education for residential part of this. He felt that some of the fires that we have had could have been prevented with education. Mayor Smith said that it was often done through the Fire Marshalls office and through the Fire Inspectors themselves. Mayor Smith said that it could certainly be looked at down the road with these positions.

Councilmember Dunn asked about the inspection and condemnations of fire hazards. Mayor Smith said that they would in most cases be working with the Building Inspector. Currently they are under maned they have other responsibilities.

Councilmember Cline had a concern with the requirements that they will need to keep up with. Mayor Smith said that often these positions are filled with retired Fire Fighters.

Mr. Smith said that HR working with the Chief have the ability to vet through prospected applicants and select qualified folks to do the job.

Mayor Smith said that we didn't invent this it was in operation in many cities.

Councilmember Cline said that her last concern was that we currently have the seven (7) with this certification, would these new part-time are they going to supersede our inspectors.

Mayor Smith asked Councilmember Cline what she meant by supersede.

Councilmember Cline said will they take over their functions.

Mayor Smith said that their certifications would not be taken away from them. The fact was they don't have the time right now to conduct those inspections. These people would do nothing but inspections. Mayor Smith said that it would be up to the Chief and Fire Marshall as far as deployment.

Ms. Orduno, City Attorney stated that she had spoken with Chief Castillo and one of the things was when his guys are out there doing fire inspections they don't get to finish them because they are pulled off because they have an emergency call that comes in. That was a reason they were trying to get this part-time people in.

Councilmember Dunn wanted clarification when they do an inspection they are also communicating to the department what they encountered that would ensure their safety and effectiveness. How was this communicated. Mayor Smith stated there was an inspection report generated and any unusual things would be relayed to the Fire Marshall and then the Fire Marshall disseminates that information to the troupes.

Councilmember Higgins asked if this would cause an undue burden on the owners of these properties. Mayor Smith said that most times these fire inspections have to do with things like electrical cords and that the emergency exit signs that weren't lit it would be those kinds of things that aren't burdensome.

- Joni Giacomino, Bisbee resident asked about the rover position that was still waiting to be filled and if that was the case wasn't that going to take somewhat of a load off. Chief Castillo said at this time they were currently seeking the rover position. It will be filled.
- Ms. Giacomino also asked what they would be brought in at (wages) below our current employees will they be brought in above already existing paid people and if so that would cause a problem. Mayor Smith said that the new people coming would not be on a retirement system they were part-time people and sometimes pay was higher when there are no fringe benefits attached to that, but he couldn't answer that at this particular point.

Mr. Duchon said that he based the wages on looking at the Fire Inspector wages across the state from the Department of Labor data. That starting range was higher than what we start our Fire Fighters for. He will go back and factor in certification to see what adjustments in policy would allow.

- Ms. Giacomino asked if this would adversely affect the hours of the guys doing it now will they still stay on a set number of hours based strictly on being Fire Fighters or EMT. Mayor Smith stated that he didn't know. Chief Castillo said that currently right now when there are inspections they just usually have the people on duty that are certified inspectors go out and do the inspections. There was no overtime and therefore that was why they weren't getting done.
- Ms. Giacomino asked if the current Fire Inspectors have the opportunity to come in at that part-time pay also or was that too much of a conflict with the pay scale that they are out. Mayor Smith stated that PSPRS doesn't allow that.

MOTION: Councilmember Hansen moved to approve the job classification for Fire Inspector.

SECOND: Councilmember Davis

ROLL CALL VOTE:

AYES: Councilmember Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: Councilmember Cline

MOTION PASSED: AYES -5 NAYS -1

9. Discussion and Possible Approval of an Ambulance Driver job classification.

Daniel Duchon, Personnel Director

Mr. Duchon said that much like the previous this was just the job description the amount of positions full/part time would still need to be defined by Council. This was a new program that the Chief was talking about in the Fire Department as well as an Ambulance Driver/ EMT position. This would be an ASRS not a PSPRS position. They would not have firefighting duties and only respond to medical calls, but mostly help with the inter-facility transfers. This will make it so that we can accept more of these because of staffing there are times that we have to turn them down. This position would have the potential to generate revenue.

Councilmember Higgins asked about the ambulance drivers would they be answering calls and responding in conjunction with the Fire Department.

Chief Castillo said that they would be used mostly for transfers, but they can be used for medical response for 911 responses to respond with us since they are certified EMT's.

Councilmember Cline said that this wasn't really an ambulance driver for transfers. Chief Castillo said that they will mostly be utilized for transfers. If they were short staffed they could use the EMT's. The main purpose was transports.

Councilmember Higgins said there was no guarantee that it would increase revenue. Mayor Smith said that Medicare had held back our money, but since Medicare has paid that money so we are caught up.

Mr. Smith said that there are still payments coming in. He asked the Chief to keep track of the second calls when we get this going so that it could be given to Council.

Councilmember Cline asked could our current employees since it was not PSPRS couldn't they apply or be called in on their four (4) days off. Mayor Smith stated, no. PSPRS indicates that an PSPRS employee can't be employed off duty in any kind of a job that has substantially the same job functions.

- Ms. Giacomino asked about budget cuts during the budget would the part-timers be the first ones cut or would you look at cutting full-time. Mayor Smith stated that, that had not been talked about.

Councilmember Dunn commented that we seem to need to work closely together to look at ways to increase revenue and control cost. We need to ensure that long term support of our Fire Fighters.

Mr. Smith said that these are a step in that position to create revenue. They have taken measures to take revenue outside our jurisdiction. This was a critical element to generate revenue and we need to give them the chance.

Mayor Smith thanked the Union for working with us on these items.

MOTION: Councilmember Davis moved to approve the job classification for Ambulance Driver.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Hansen, Davis, Higgins, Dunn, and Mayor Smith.

NAYS: Councilmember Cline

MOTION PASSED: AYES -5 NAYS -1

10. City Manager's Report:

- Other current events (No Discussion)
- Mr. Smith spoke regarding finalization of our documents –Budget.
- Mr. Smith invited Dwayne Wallace, Operation Manager to catch Council up on recent progress. Mr. Wallace spoke regarding every department of Public Works gave an update of what they are doing.
- Mr. Smith spoke regarding Inmate Labor.
- Mr. Smith gave an overview of the numbers as they are (General Fund).

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate or take any action on these topics.):

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Davis

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:33PM

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: April 29, 2019

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON APRIL 22, 2019 AT 5:30 PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on April 22, 2019 at 5:30 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MONDAY, APRIL 22, 2019

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, HELD FROM MONDAY, APRIL 22, 2019 THROUGH THURSDAY, APRIL 25, 2019 STARTING AT 5:30 PM EACH NIGHT, AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:30PM.

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III	Excused
Councilmember Joni Giacomino, Ward II	Excused
Councilmember Bill Higgins, Ward I	
Mayor David M. Smith	
Councilmember Leslie Johns, Ward I	
Councilmember Joan Hansen, Ward II	
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	5:35PM

STAFF

Stephen Pauken, Interim City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Albert Echave, Police Chief
George Castillo, Fire Chief

CITY ATTORNEY

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Presentation and Discussion of the Proposed Budget for Fiscal Year 2019-2020.
Stephen J. Pauken, Interim City Manager
Keri Bagley, Finance Director

Mr. Pauken stated that they are prepared to present over the next few nights what we have in terms of a draft for the Fiscal Year 2019-2020. He would be deferring much of this to Ms. Bagley this evening because she has been living with this for the past couple of months. Mr. Pauken also stated that they will be prepared to go through the budget with the degree of detail that Council wants to go through. They will be starting with the Wastewater Fund.

Ms. Bagley and Mr. Pauken presented and discussed with the Council the General Fund Expenditures and Revenues to include the following:

- Wastewater

Mr. Pauken addressed the 1% sales tax that he was tasked to look into. This would be put on the City Managers report at the next Council meeting.

- Visitor Center

Ms. Bagley stated that the Bed Tax increase expired on March 1st of this year.

Mr. Pauken stated that the salary put in was the mid-range of the new Tourism Director job description salary. The job descriptions for the Visitor Center/Tourism Director will need to be brought to Council at the next meeting to decide which description they will use for hiring a director.

- General Fund Revenue

Mr. Pauken stated that \$334,568 was budgeted in use of reserves it may be used or it may not be. We don't know what we will spend if anything. They discussed fees and having a work session regarding them in the future.

- Mayor and Council
- City Manager
- Finance
- City Clerk
- Community Development

Mr. Pauken spoke regarding the Animal Shelter expenses. This would need to be directed by Council to set down a figure for it. It was requested that the Animal Shelter give the reports required to be given to the City, so that Council can make a decision on what was needed.

- Administration and General Government

Mr. Pauken spoke regarding City Employee Health Care. They would explore giving a percentage/ lump sum of the cost to the employees that need to insure their families, so the cost was not so overwhelming for them.

- Personnel
- Legal

Mr. Pauken spoke regarding the hiring of a City Attorney.

- Water Systems
- Information Systems

Mayor and Council discussed and had questions regarding the proposed draft budget presented. Mr. Pauken and Ms. Bagley welcomed the Councils discussions, suggestions and answered their questions throughout the presentation.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 7:31pm

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **May 7, 2019**

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON APRIL 23, 2019 AT 5:30 PM	

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on April 23, 2019 at 5:30 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

TUESDAY, APRIL 23, 2019

AGENDA OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, HELD FROM MONDAY, APRIL 22, 2019 THROUGH THURSDAY, APRIL 25, 2019 STARTING AT 5:30 PM EACH NIGHT, AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:30PM.

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III	out at 7:30 PM
Councilmember Joni Giacomino, Ward II	in at 5:40 PM
Councilmember Bill Higgins, Ward I	
Mayor David M. Smith	
Councilmember Leslie Johns, Ward I	
Councilmember Joan Hansen, Ward II	in at 5:49 PM
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	in at 5:37 PM

STAFF

Stephen Pauken, Interim City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Albert Echave, Police Chief
George Castillo, Fire Chief

CITY ATTORNEY

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

MOTION: Councilmember Higgins moved to come out of recess.

SECOND: Councilmember Johns MOTION PASSED: Unanimously

1. Presentation and Discussion of the Proposed Budget for Fiscal Year 2019-2020.
Stephen J. Pauken, Interim City Manager
Keri Bagley, Finance Director

Mr. Pauken gave a status update on the sales tax that he was tasked to look into. They had uncovered a couple of ordinances dating from 1971 and 1973 confirming that the legal collection rate at that period of time was 2% for the Transaction Privilege Tax (TPT). It didn't earmark any of those funds for wastewater services or repairs. He stated he had spoken with the Department of Revenue and they were able to give us our tax records dating back to 1962 and that all the records that DOR has on file are consistent with what we had. The taxes were collected for the purpose for which we are taxing. He felt confident that that issue has been answered satisfactory and he will be making a formal report during the City Managers report at the next Council meeting on May 7th.

Ms. Bagley and Mr. Pauken continued to present and discuss with the Council the General Fund Expenditures and Revenues as well as the Department Heads to include the following starting with the Police Department.

- Police (Equipment Upgrade will need to be include in the budget)
- Fire (Budgeting for an Ambulance)
- City Magistrate
- Cemetery (They will check to see what was being watered at the Cemetery)
- Building & Maintenance
- Public Works Administration
- Garage
- Building Inspector
- Parks
- Pool
- Library
- Senior Center
- Contingency
- Government Grants
- Public Safety Grants
- Streets (They will double check the salaries in Streets)
- RICO
- Bisbee Arts Commission
- Donations
- Airport (They spoke regarding the runway at the airport needing repair)
- Police Special Revenue & Grants
- Sanitation (They would like recycling broke out from the sanitation budget to see the true cost)
- Queen Mine
- Miscellaneous Grants
- Debt Service Fund
- Debt Service Fund –Wastewater Treatment Plant
- Youth Fund
- Bisbee Bus Fund
- Capital Improvement Fund

Mayor and Council discussed and had questions regarding the proposed draft budget presented. Mr. Pauken, Ms. Bagley and Department Heads welcomed the Councils discussions, suggestions and answered their questions throughout the presentation.

Mayor Smith thanked the staff for all their work on this and thanked Mr. Pauken for coming in and polishing it up.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:12pm

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON OCTOBER 2, 2018 AT 6:00 PM	

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on October 2, 2018 at 6:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, HELD ON TUESDAY, OCTOBER 2, 2018, AT 6:00PM IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BUILDING G, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:30 PM.

ROLL CALL

COUNCIL

Councilmember Anna Cline, Ward III	6:03PM
Councilmember Joan Hansen, Ward II	
Councilmember Frank Davis, Ward I	
Mayor David M. Smith	
Councilmember Bill Higgins, Ward I	
Councilmember Douglas Dunn, Ward II, Mayor Pro Tempore	
Councilmember Gabe Lindstrom, Ward III	Excused

STAFF

Robert E. Smith, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Dwayne Wallace, Operations Manager

CITY ATTORNEY

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Discussion Regarding an Engagement Letter with SIEMENS for an ARS Title 34 Performance Contracting Project, Improving Infrastructures and Operational Efficiencies.

Robert E. Smith, City Manager

Mr. Smith wanted to introduce a project concept to the Council and gather feedback in consideration on a Title 34 project. Arizona has legislation that says if you can save enough money to offset the cost of a project companies are able to come in and help do that.

Mr. Smith said that somewhere around \$120,000.00 a year could be gotten by changing the components that use electricity in parts of our businesses. He introduced Matt Vaccaro, Siemens. He encouraged Council to ask the hard questions.

Mr. Vaccaro spoke regarding performance contracting project, improving Infrastructure and Operation Efficiencies. He and staff have worked closely together to identify infrastructure and efficiency elements that should be evaluated for consideration as a project.

He spoke about what was in this for us typically, with a project like this they will do a couple of things they will always look to utilize local labor where applicable and with the size and scope of what they are looking at doing potentially here for the City of Bisbee that it would probably generate on the order of a couple dozen local jobs over a period of about six (6) to twelve (12) months.

They thought that was a significant impact in terms of a projects like this in conjunction with being able to conserve the amount of power and cost savings that they will propose as part of this.

Mr. Vaccaro also spoke regarding four (4) identified preliminary items for analysis and consideration in the project.

He explained the time frame regarding this project they will try to put a together an analysis and scope of work that was inclusive of everything, but as part of their process they do open book pricing so you will know exactly what you are getting and they will also break all those projects out.

He continued speaking regarding the identified preliminary items. He also spoke regarding what the current conditions are, what our challenges are and what are some potential solutions may look like and then what that results in for some benefits.

Mr. Smith jumped in and stated a couple of details that he was fairly certain that we will need to replace the swamp coolers at the Library. This was a project that we already know that we need to launch and do it makes sense to do it this way and create the savings and have that offset the cost. The same thing could be said for the Wastewater Treatment Plant. We already know that we are wasting energy there.

Mr. Vaccaro highlighted in detail in terms of knowing what the savings are and what can be expected.

Mayor and Council asked questions throughout the presentation of Mr. Vaccaro and Mr. Smith regarding the ARS Title 34 Performance Contracting Project, Improving Infrastructures and Operational Efficiencies. Mr. Vaccaro and Mr. Smith answered questions from Council throughout the presentation.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Davis

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 7:00pm

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>			
REGULAR	<input type="checkbox"/>	CONSENT	<input checked="" type="checkbox"/>
TYPE OF ACTION:			
RESOLUTION	<input type="checkbox"/>	ORDINANCE	<input type="checkbox"/>
		FORMAL ACTION	<input checked="" type="checkbox"/>
		OTHER	<input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON MAY 15, 2018 AT 5:30 PM			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on May 15, 2018 at 5:30 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, HELD ON TUESDAY, MAY 15, 2018, AT 5:30PM IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BUILDING G, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:30 PM.

ROLL CALL

COUNCIL

Councilmember Anna Cline, Ward III	5:34PM
Councilmember Joan Hansen, Ward II	
Councilmember Frank Davis, Ward I	
Mayor David M. Smith	
Councilmember Bill Higgins, Ward I	
Councilmember Douglas Dunn, Ward II, Mayor Pro Tempore	
Councilmember Gabe Lindstrom, Ward III	6:41PM

STAFF

Robert E. Smith, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Dan Duchon, Personnel Director
Andy Haratyk, Public Works Director
Albert Echave, Police Chief

CITY ATTORNEY

THE FOLLOWING ITEM WILL BE DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Presentation and Discussion of the Proposed Tentative Budget for Fiscal Year 2018-2019.

Robert Smith, City Manager

- Joni Giacomino, Bisbee resident spoke in regards of spending funds out of the Youth Council fund. She also spoke about the Fire Department being asked to cut 10% of their whole budget.
- Fred Miller, Bisbee resident said our budget woes are due to decisions up in Phoenix. He offered a few suggestions to get revenue and spoke on the Tourism Budget.
- Luche Giacomino, Bisbee resident couldn't believe we were at it again taking the money from the Youth. The Youth have done a lot for this city.

Mayor Smith stated that in two weeks Council would meet again to go over and put in revenue projections, but that tonight they were discussing cuts.

Mr. Smith went over in detail with the Council concerning the Adjustments (Cuts or Expenses to the 18/19FY to include:

- Police Department
- City Clerk
- Sanitation
- Streets
- Wastewater
- Bus Grant (Doesn't mean that the bus was being done away with)

- Airport (Developing a non-profit to take over running the Airport)
- Fire
- Library
- Health Care
- Insurance
- Snacks
- ED Funding (reduce)
- Cuts/Reductions to Budgeted Expenditures (\$815,212.00)
- (\$500,000.00) Additional Revenue Available for Use. (Restructure Debt, Reduce Outlay)
- Total Cuts + Additional Cash (Gap Coverage (1,315,212.00)
- \$1,527,904.00 Starting Budget Gap
- \$212,692.00 General Fund Balance Now being used to Cover Gap
- Additional Revenue Sources (TBD)
- General Fund (Reduction in General Fund Transfer out (\$422,030.00)
- General Fund (Remaining General Fund Out \$685,377.00
- Wastewater Fund (Use of Wastewater Fund Balance \$881,735.00
- Financial Policy

Mayor and Council discussed and had questions regarding the Adjustments (Cuts or Expenses) to the 18/19FY Budget and the budget in general. Mr. Smith and Ms. Bagley welcomed the Council's discussion and answered their questions regarding this and the budget in general. Department Heads also answered questions regarding the cuts/ expenses and the budget in general.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Davis

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 6:54pm

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>			
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>		
TYPE OF ACTION:			
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>	FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE SPECIAL SESSION OF MAYOR AND COUNCIL HELD ON AUGUST 30, 2018 AT 5:01 PM			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Special Session of Mayor and Council held on August 30, 2018 at 5:01 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor

MINUTES

MINUTES OF THE SPECIAL SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON THURSDAY, AUGUST 30, 2018, AT 5:01 PM IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM 1415 MELDOY LANE, BUILDING G, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:01PM.

ROLL CALL

COUNCIL

Councilmember Anna Cline, Ward III	Absent
Councilmember Joan Hansen, Ward II	
Councilmember Frank Davis, Ward I	
Mayor David M. Smith	
Councilmember Bill Higgins, Ward I	
Councilmember Douglas Dunn, Ward II, Mayor Pro Tempore	
Councilmember Gabe Lindstrom, Ward III	Excused

STAFF

Robert Smith, City Manager
Ashlee Coronado, City Clerk
Dwayne Wallace, Interim Operations Manager
CITY ATTORNEY
Britt Hanson

THE FOLLOWING ITEMS WERE DISCUSSED AND/OR CONSIDERED AT THIS MEETING:

1. Discussion and Possible Approval of a Park, Facility and Right of Way Use Permit for the Use of City Park for the Blues in Bisbee to Benefit Easterseals Blake Foundation on Saturday, September 8, 2018 from 6:00AM to 11:00PM and to have access to the Park on Friday, September 7, 2018 at 5:00PM to park a trailer.
Ashlee Coronado, City Clerk

Mayor Smith said that this had come about as many people know information was put out that the Blues Festival this year had been cancelled. Which it had. We found that we had a large number of lodging establishments that were losing reservations very, very quickly which was going to affect our tax situation as well as their bottom line. This group got together with the him and he suggested that this could be done on a much smaller scale. The Easter Seals Blake Foundation was underwriting the majority of this and the proceeds from this will be going to that association.

Mayor Smith asked if there were questions.

Councilmember Higgins was amazed that they put this together as quickly as they did

MOTION: Councilmember Higgins moved to approve the Park, Facility and Right of Way Use Permit for the Use of City Park for the Blues in Bisbee to Benefit Easterseals Blake Foundation on Saturday, September 8, 2018 from 6:00AM to 11:00PM and to have access to the Park on Friday, September 7, 2018 at 5:00PM to park a trailer.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Hansen, Davis, Higgins, Dunn and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -5; NAYS -0

- 2. Discussion and Possible Approval of a Special Event Liquor License Application submitted by Easterseals Blake Foundation for an event to be held at City Park, 60 Brewery Ave, Bisbee, AZ on Saturday, September 8, 2018 from 9:00AM to 11:00PM, Dina Scalone; Applicant Ashlee Coronado, City Clerk

Mayor Smith asked if there were any questions and stated that this was for the above event.

MOTION: Councilmember Davis moved to approve the Special Event Liquor License Application submitted by Easterseals Blake Foundation for an event to be held at City Park, 60 Brewery Ave, Bisbee, AZ on Saturday, September 8, 2018 from 9:00AM to 11:00PM.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Hansen, Davis, Higgins, Dunn and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -5; NAYS -0

- 3. Discussion and Possible Approval to purchase a Digital Controller and Protection Boxes for the Dissolved Oxygen (DO) Probes from HATCH, the Manufacturer. Dwayne Wallace, Interim Operations Manager

Mr. Wallace said that this was being purchased to dissolve oxygen probes for the Wastewater Plant the control boxes and the protection boxes. This was a sole source provider; this was from the manufacturer. These were the ones that were installed on the plant and they are top of the line. They recommend approval on this purchase.

Mayor Smith asked if Council had any questions.

MOTION: Councilmember Davis moved to approve the purchase of a Digital Controller and Protection Boxes for the Dissolved Oxygen (DO) Probes from Hach, the manufacturer.

SECOND: Councilmember Dunn

ROLL CALL VOTE:

AYES: Councilmember Hansen, Davis, Higgins, Dunn and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -5; NAYS -0

- 4. Discussion and Possible Recommendations regarding City Hall Building Options; Discussion to include Fire Insurance Update. Robert Smith, City Manager and David M. Smith, Mayor

Mayor Smith wanted to remind people why he was here talking about this and the reason he was here talking about this was dealing with insurance companies and fire claims, etc. was something that he does almost daily for the last close to 40 years. The City Manager had asked him to please work with Finance and Legal with this particular aspect of it because he had a little bit of a leg up on some of the methods that insurance company may employ when paying of claims.

Mayor Smith gave a presentation on the full accounting to date to include the following:
The presentation is attached as Exhibit A to these minutes.

Insurance and Options

- Contents Salvage and Building Demolition (Includes \$10,000.00 Asbestos Abatement Coverage)
- City Hall Contents
- Building Replacement
- Rental Space
- Information Technology
- Vehicle Replacement
- Insurance Proceeds (Total \$2,162,124.77)
- Where is our New Home?
- RFQ- RFP (Request for Qualifications / Request for Proposal)

Mayor Smith asked Council if they had any questions.

Staff would be directed to prepare and issue an RFQ/RFP for architectural services to include design and construction costs of a city hall at 118 Arizona Street.

Council asked about the RFP/RFQ process. Mayor Smith explained how the RFP/RFQ process would work. Mr. Smith reiterated how this process would work.

Council was under the same consensus that they wanted the city to have its own space and to have their home back.

Brad Edwards, Bisbee resident supported building at the old City Hall location.

Joni Giacomino, Bisbee resident spoke regarding historic building grants. She said that this was the first or second oldest building in Warren. It would be sad to see this building destroyed.

Luche Giacomino, Bisbee resident said that she didn't want the building destroyed. Try to keep the walls and restore the building. It was a landmark and a great City Hall.

Judy Anderson, Bisbee resident strongly supports keeping the walls to the building. She said it needs to go out to RFP/RFQ and that there was money available through USDA.

Council reiterated that the city needed our own space and have our home back.

Alice Hammers would like a public presentation of all bids received. She appreciated the Mayor's presentation.

Mayor Smith was open to have public presentation. He thanked everyone being here.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Davis

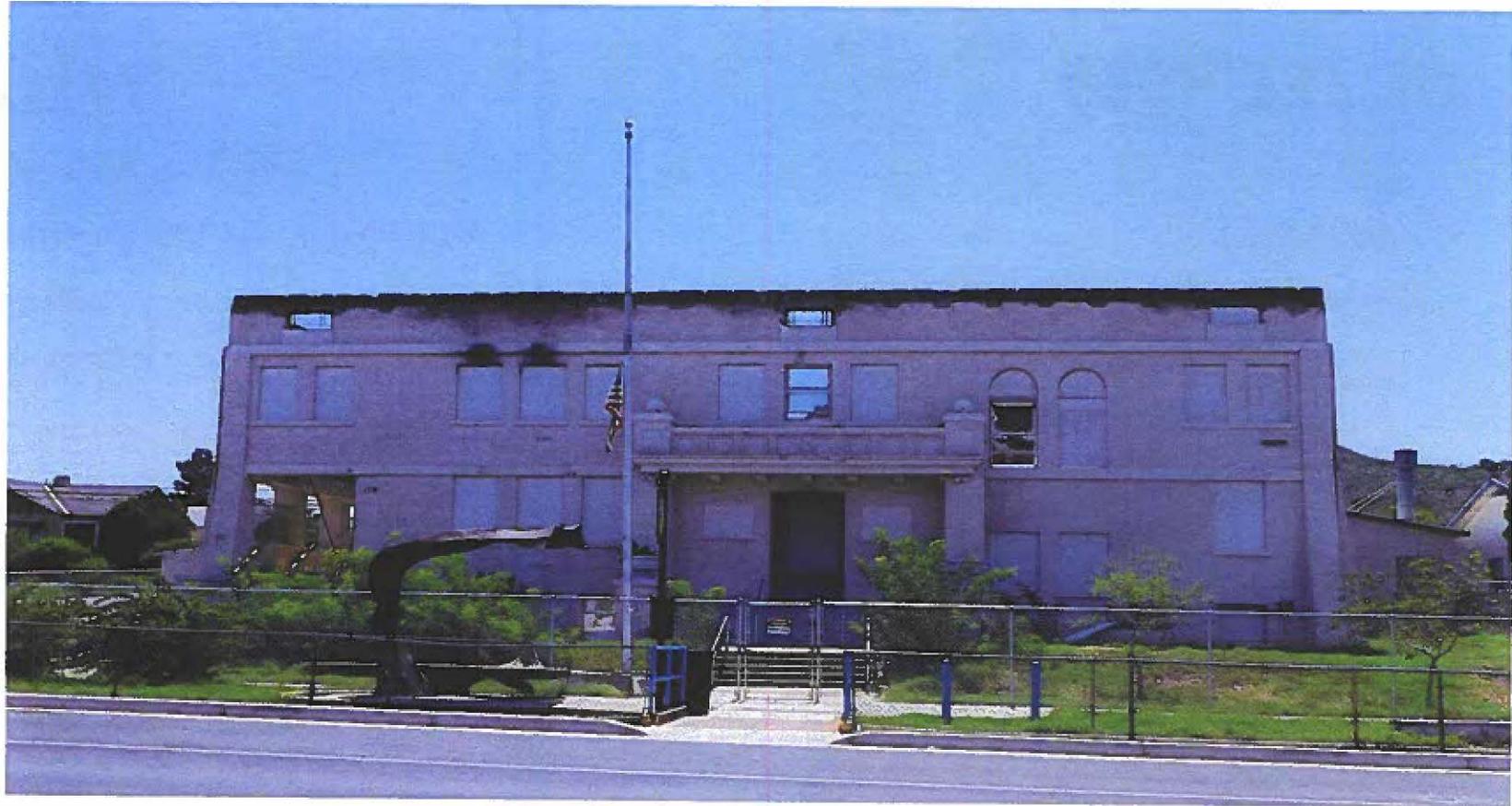
MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 6:04 PM

David M. Smith, Mayor

EXHIBIT A
To Document

INSURANCE & OPTIONS



Contents Salvage and Building Demolition

• 12/21/17-Demolition and Contents Cleaning/Storage	\$331,070.00
• 7/24/18-Demolition *	\$194,430.00
• Asbestos Removal	\$(32,718.85)
• Demolition Services	\$(305,530.46)
• Emergency Services	\$(15,540.03)
• Content Services	\$(18,777.88)
• Fence	\$(9,815.52)
• Middle School Cleaning	\$(1,388.89)
• Mobile Storage	\$(4,121.37)

TOTAL **\$138,237.10**

* Includes \$10,000.00 Asbestos Abatement Coverage

City Hall Contents

•7/24/18	200,000.00
•Fire Replacement Expense	\$(63,511.92)
TOTAL	\$136,488.08

Building Replacement

• 12/21/07-Building Actual Cash Value	\$1,254,455.00
• 7/24/18 Coverage Limit	\$587,545.00
• Engineering Services	\$(19,977.53)
TOTAL	\$1,822,022.47

Rental Space

• 12/21/17-Payment County Rental Space	\$25,200.00
• 7/24/18-Policy Limit	\$24,800.00
• Rent -10/17 – 6/18	\$(33,806.21)
TOTAL	\$16,193.79

Information Technology

• 7/24/18- Computer Replacement	\$45,772.64
• IT Support	\$(4,775.00)
• TOTAL	\$40,997.64

Vehicle Replacement

•11/29/17 – Grand Prix	\$2,202.93
•7/17/18 -	\$6,032.76
TOTAL	\$8,235.69

INSURANCE PROCEEDS

- Reimbursement \$2,671,458.33
- Paid Expenses \$(509,333.56)
- **TOTAL \$2,162,124.77**

WHERE IS OUR NEW HOME??

- Bisbee High School
- Alco Shopping Center
- County Complex Building
- County Complex Land
- Lowell Middle School
- Bisbee Middle School
- FMI Soils Building
- 915 Tovreaville Rd.
- 118 Arizona Street

Bisbee High School



Bisbee High School

- Parking
- Too large
- Extensive renovations and repair

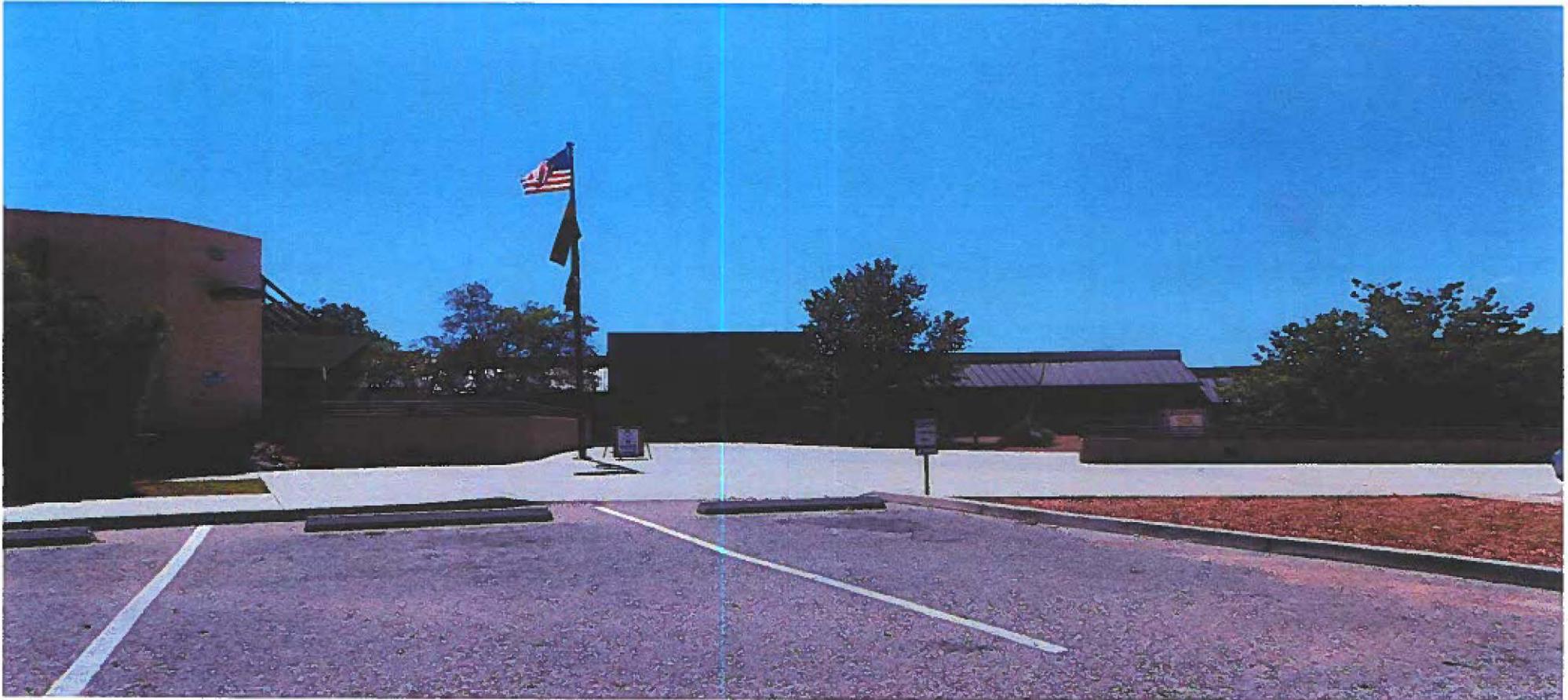
Alco Shopping Center



Alco Shopping Center

- Alco building – Too Large at 22,000 sq. ft.
- Occupy Bank and Insurance Offices
- Lease – No Ownership
- Ample parking
- 11 acres Option

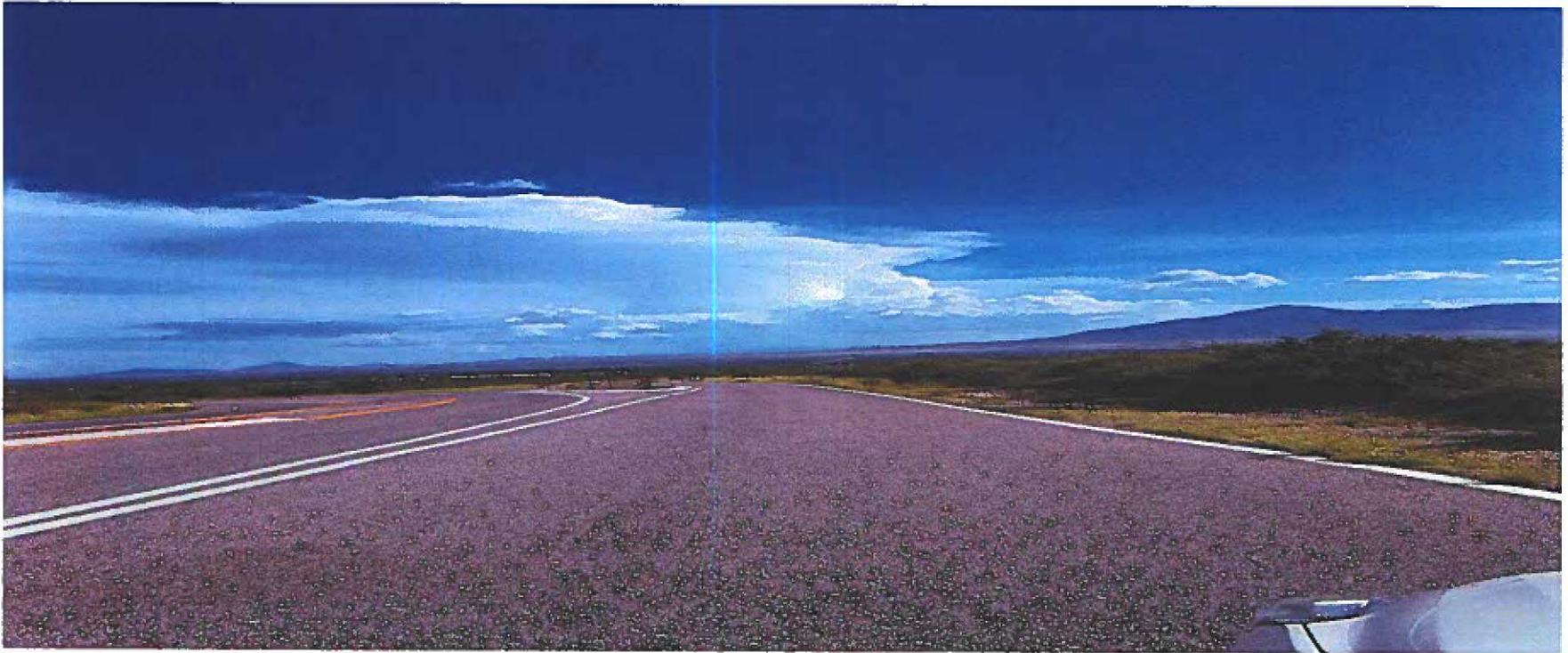
Cochise County Complex



Cochise County Complex

- County not ready to commit on a Building
- Location
- Identity Perception

Vacant Land - County Complex



Vacant Land - County Complex

- Location
- Drainage
- Construction costs
- Proximity to County Complex

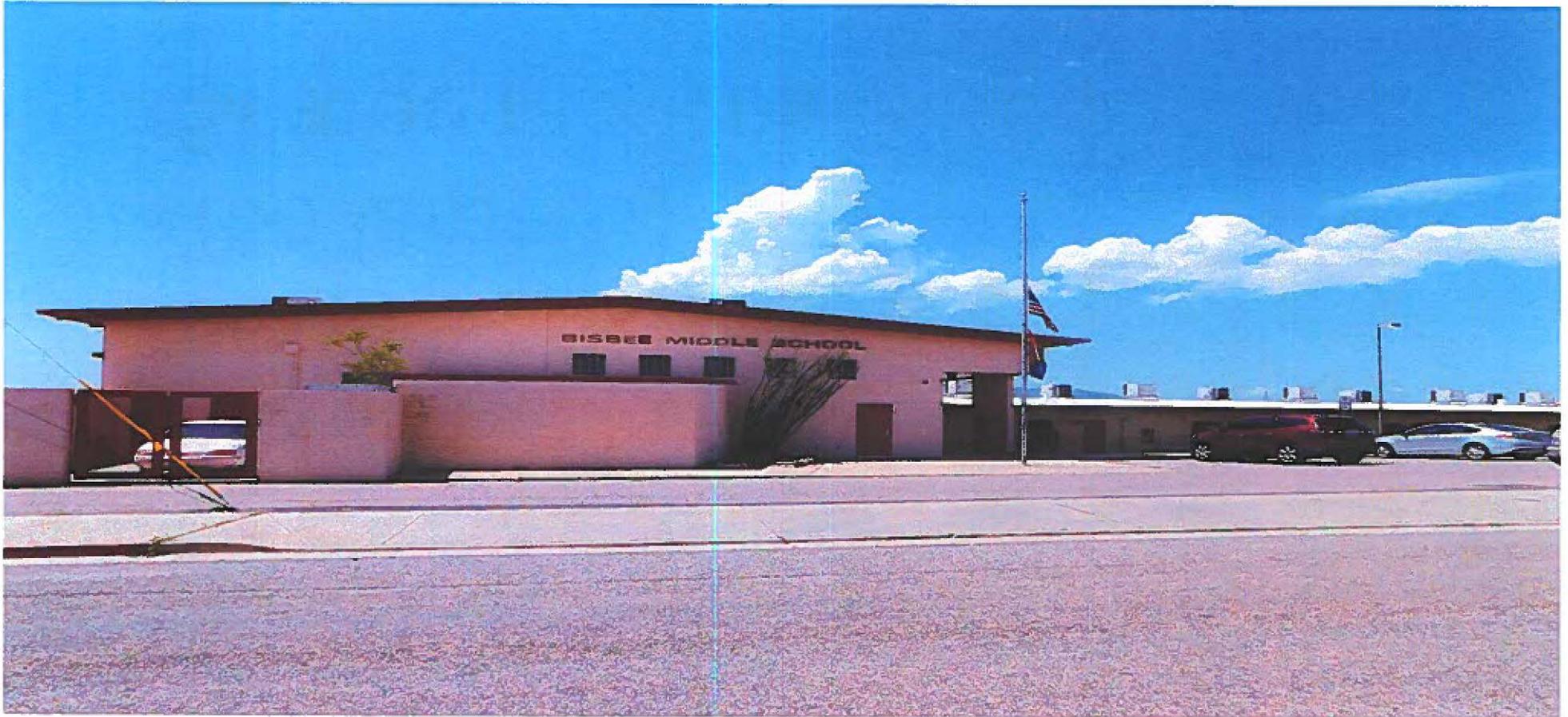
Lowell Middle School



Lowell Middle School

- Not potentially available until next summer
- Too large
- Shared facilities

Bisbee Middle School



Bisbee Middle School

- Shared facilities
- Too small

FMI Soils Building



FMI Soils Building

- Too small – 4,000 Sq. Ft.
- Extensive renovation
- Expansion would require demo of adjacent structures

915 Tovreaville Rd.



915 Tovreaville Rd.

- Long term county lease
- Three buildings
- Short term occupancy while building
- Potential later use as Police and/or Public Works annex

Home Sweet Home?



RFQ - RFP

- Request for Qualifications
- Request for Proposal

THANK YOU

- David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: April 29, 2019

REGULAR **CONSENT**

TYPE OF ACTION:
RESOLUTION **ORDINANCE** **FORMAL ACTION** **OTHER**

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE VOGUE, INC. FOR THE USE OF VARIOUS CITY STREETS, PARKING SPACES AND STAIRCASES FOR THE BISBEE 1000 STAIR CLIMB ON SATURDAY, OCTOBER 19, 2019 FROM 5:00AM TO 8:00PM, THIS INCLUDES SET UP AND BREAKDOWN

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the park, facility, and right-of-way use permit for the use of Various Streets, Parking Spaces and Staircases for the Bisbee 1000 Stair Climb on Saturday, October 19, 2019, from 5:00AM to 8:00PM.

DISCUSSION:

Ms. Cynthia Conroy has submitted a Park, Facility, and Right-of-Way use Permit's to hold the Bisbee 1000 Stair Climb. It will take place on Saturday, October 19, 2019.

Ms. Conroy has agreed to pay the fees associated with this permit. Bisbee Vogue Inc is also requesting approval of one additional permit. The total cost for this permit is \$3,466.75

Staff has reviewed the permit and recommends approval.

FISCAL IMPACT: \$3,466.75

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Stephen Pauken
Stephen Pauken
Interim City Manager

RECEIVED

MAR 12 2019

City Clerk's Office
City of Bisbee

BISBEE 1000

Permit No. 15-19

CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT
(This permit must be approved by City Council and/or by Parks staff prior to the event)

Permit must be submitted to and approved by the City Council prior to the event. City Council meetings are the first and third Tuesday of each month. **Please note:** your permit application must be submitted to the Public Works / Parks & Recreation Department at least four weeks prior to the next scheduled City Council meeting (before your scheduled event) in order for it to be on the City Council's meeting agenda. If the applicant is proposing to sell liquor at the proposed event, the applicant should allow an additional 10 days for processing of the required State "Special Liquor License." Also: As per section 11.2.9 paragraph G - "All permittees shall be responsible for returning the park, recreational facility or public right-of-way to the same condition in which it existed upon issuance of the permit. If this responsibility is not met, the permittee will be charged at a rate set forth by the City staff and approved by the Mayor and Council". Refer to Section 11.2.9 - "Park and Facility Use" of the City Code for requirements regarding use of City parks and facilities (a copy of the City Code is available at www.cityofbisbee.com , City Hall, or the Copper Queen Library)

If you have any questions regarding this permit application, please contact Lorena Valdez, Public Works at 432-6002 or lvaldez@cityofbisbee.com

APPLICANT INFORMATION

1. Applicant Name: CYNTHIA CONROY Date: 2/25/2019

2. Organization Name: BISBEE VOGUE INC

3. Mailing Address: P. O. Box 1099, BISBEE, AZ 85603

Phone #: 520-266-0401 Contact name and phone # during event CYNTHIA CONROY 520-266-0401

4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).

① BISBEE 1000 THE GREAT STAIR CLIMB 10/19/19 6:00AM - NOON

② FIRE & ICE CHALLENGE IRONMAN ICE COMPETITION 10/19/19 11:00AM - 2:00PM

5. Approximate Number of Participants and/or Spectators: 1800

6. Requested Location of Event: OLD BISBEE

7. Date(s) of Event: OCTOBER 19, 2019

8. Hours of Event: ① 7:00AM - NOON ② 11:00AM - 2:00PM

9. Hours of Reservation (with set-up and breakdown) 5:00AM - 8:00PM

10. Request Consumption of Alcohol: Yes No

11. Request Sales of Alcohol: Yes No

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

- (1) Applicant's Name: CYNTHIA CONROY
- (2) Mailing Address, City, State & Zip: P.O. Box 1099
BISBEE, AZ 85603
- (3) Business Name: BISBEE VOGUE INC
- (4) Business Address: 201 TOURSTONE CANYON
- (5) City: BISBEE State: AZ Zip: 85603
- (6) Business Phone No.: 520-266-0401 Resident Phone No.: STATE
- (7) Name of Special Event: BISBEE 1000 Date: 10/19/19

Specify date(s) License needed: 10/19/19

(8) Will you be serving food: YES X NO

If yes, do you have a Health Dept. Food Certificate: YES NO
(A copy of the Cochise County Health Dept. Certificate **MUST** accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ 32.50

I, CYNTHIA CONROY being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

CAC
Signature of Applicant

2/25/19
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) BISBEE 1000 event the period from (date & time) 10/19/19 7:00AM to 10/19/19 11:00AM, the permittee LYNTHIA CONROY agrees to the following:

1. That the permittee shall defend, indemnify and save harmless the City of Bisbee, its officers, employees, agents and representatives from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description arising by reason of any act or commission of the permittee, his agent(s), employees or participants during the event or in consequence of any negligence or carelessness regarding the same.

If Permittee is required to provide insurance:

2. The Permittee's insurance shall be primary.
3. The City of Bisbee shall be named as an additional insured on the permittee's liability insurance coverage for the referenced event, and the Hold Harmless Agreement be endorsed onto said insurance policy.
4. Said liability insurance shall be in an amount no less than \$1,000,000.00 per occurrence.
5. Said insurance shall not be canceled or expired during the term of the event unless a minimum of ten (10) days written notice is given to the Finance Director of the City of Bisbee.

Signature of Permittee or Authorized Representative

Print Name

Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

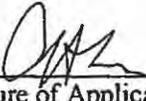
Mayor's Signature:

Date:

APPLICANT CERTIFICATION

ANY PERSON VIOLATING ANY PROVISION OF THIS ARTICLE SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION THEREOF, SHALL BE PUNISHABLE BY A FINE OF NOT LESS THEN FIFTY DOLLARS NO MORE THAN FIVE HUNDRED DOLLARS.

I, CYNTHIA CONROY certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.


Signature of Applicant/Authorized Party

2/25/14
Date

SERVICES REQUESTED FROM THE CITY OF BISBEE

(Provide letter with all services that are needed with details of times and locations. City may require services depending on nature of event) See attached service rate sheet.

- \$ NA General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY), Band Shell Access \$50 (CITY PARK):
- GENERATORS ARE PERMITTED....ALL JUMPING CASTLES MUST HAVE INSURANCE AND GENERATORS
- \$ _____ Beer Permit (non-commercial permits only) \$10
- \$ _____ Police (escorts, security, road closures, redirecting of traffic): for _____
- \$ _____ Park Public Works staff (example: posting closures of streets/parking, access to facility/band shell/restrooms, etc): _____

- \$ ✓ Other - any additional requests made by applicant or any other conditions set by the City Council, City Code, ordinance or resolution.

CONDITIONS APPLICANT MUST MEET THAT ARE REQUIRED BY THE CITY OF BISBEE:

- \$25 non-commercial or \$50 commercial permit fee paid before permit is processed.
- N/A \$50.00 refundable deposit paid before permit is processed (if a check is issued, must be "Written separately from other charges) This deposit will be refunded at the completion of the event, provided that the facility has been left in the same, or better, condition as it was at the start of the event. The City will deduct from this deposit any expenses that may be incurred for cleaning or repairing the facility following the event prior to refunding any remaining balance.
- V Fees for above service requests in the amount of \$ _____ before permit is processed or event can take place.
- N Business License/Special Event License Fee of \$32.50 paid before permit is processed- where there is a promoter sub-letting booth space to vendors, the promoter will pay a fee of \$32.50 and \$4.00 per vendor per day. The promoter is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promoter and all vendors via their State tax forms.
- N Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).
- N Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.
- N County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)
- N/A Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.
- N Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.
 2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

Parking, Road Closure Operations Plan

Monday, October 14, 2019

TIME	ACTIVITY
6:00 a.m.	Block four (4) motorcycle spots in front of the Bisbee Vogue, Inc. building at 201 Tombstone Canyon. In effect through Monday October 21, 2019 at 3:00 p.m.
8:00 a.m.	40 "No Parking" signs

Tuesday, October 15, 2019

TIME	ACTIVITY
8:00 a.m.	Begin set-up for Bisbee 1000

Wednesday, October 16, 2019

TIME	ACTIVITY
7:00 a.m.-6:00 p.m.	All traffic barricades will be delivered and dropped by Public Works off at the County Court House and the Ironman statute area. Bisbee Vogue, Inc. (BVI) begins to post "No Parking" signs and place traffic barricades in all permitted areas as approved by Public Works.
8:00 a.m.	Public Works will supply: <ul style="list-style-type: none">• 25 Cones• Three (3) orange road blocks• Three (3) road closure signs (2 quarry-1 top of Clawson)• Twelve (12) straight stanchions• Two (2) large recycle bins for cardboard on west side of Contessa's Cantina• One (1) large dumpsters at west side Contessa's Cantina• One (1) large dumpster at St. Patrick's Church

Thursday, October 17, 2019

TIME	ACTIVITY
7:00 a.m.-5:00 p.m.	Begin to post Courthouse parking lot and other spots as listed below: <ul style="list-style-type: none">• BVI continues to place informational NO PARKING signs with dates approved by Public Works
6:00 p.m.-6:00 p.m.	Parking lot at Superior Courthouse. BVI staff and volunteers will secure with cones and tape previously noticed parking spaces by police and public works.

Friday, October 18, 2019

TIME ACTIVITY

- 5:00 a.m.-12:00 p.m. City Park, four (4) parking spaces at Staircase #1 entrance, two on each side of the stairway entrance. Open spaces at 12:00 p.m. on Saturday, October 19.
- At 81 Main Street, four (4) spaces at the entrance to Staircase #3. Open spaces at 12:00 p.m.
- Main Street at Bisbee Royale and Bisbee Inn three (3) spaces at Staircase #8. Open Spaces at 12:00 p.m.
- Post all parking spaces northwest of Clawson St. in front of High Desert Café by 7:00 p.m. and cone spaces on the west side of Tombstone Canyon starting at Screaming Banshee and Contessa's

Saturday, October 19, 2019

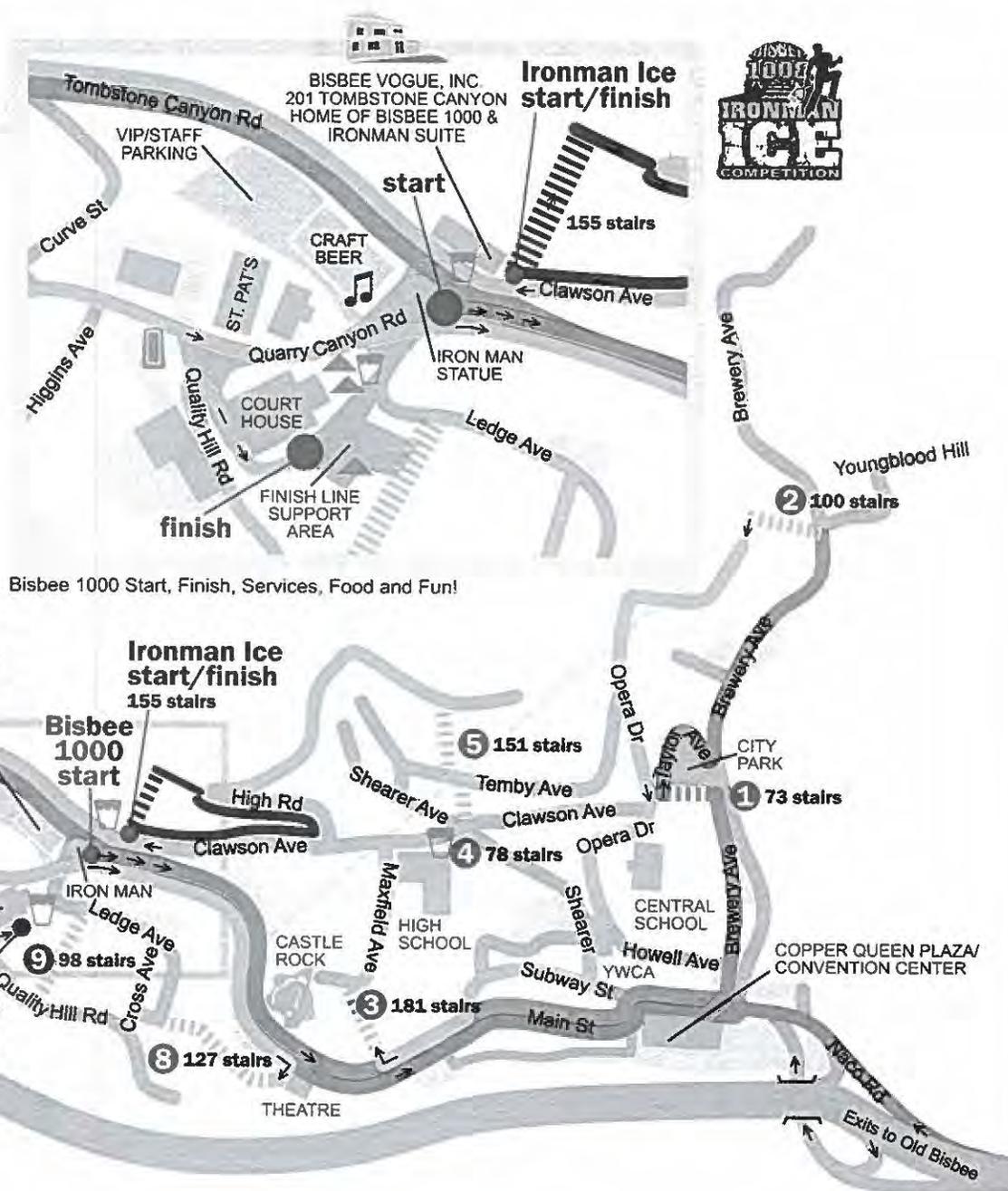
TIME ROAD CLOSURES ACTIVITY

- 5:00 a.m.-12:00 p.m. Quality Hill for start and end of race. Race starts at 9:00 a.m. and people are off course by 11:30 a.m.
- 5:00 a.m.-4:00 p.m. Quality Hill to Tombstone Canyon at back Courthouse closed for Bisbee 1000 and Beer Festival.
- 6:00 a.m.-10:45 a.m. Curve closed and monitored by police officers.
- 8:00 a.m.-1:00 p.m. Clawson Road from High Road/Maxfield intersection to Tombstone Canyon for the Bisbee 1000 and the Ironman Ice Competition and Fire and Ice Challenge. (See Map #2)
- 8:45 a.m. to 10:45 a.m. Subway from intersection at Shearer to northwest intersection at Main Street. (See Map 3). Police monitored
- Main Street from Brewery Avenue to Art Avenue. (See Map #4).

BISBEE 1000 THE GREAT STAIR CLIMB

ALWAYS THE 3RD
WEEKEND IN OCT

*Running, walking,
exploring 9 sets of historic
stairs and roadways at a
mile-high altitude!*



Bisbee 1000 Start, Finish, Services, Food and Fun!

- Bisbee 1000 Course
- STAIRS
- Ironman Ice Course
- PARKING: In addition to plenty of street parking
- WATER STATIONS
- HELPFUL LANDMARKS
- RESTROOM FACILITIES
- SUPPORT: Massage, food, refreshments, packet pickup...
- LIVE MUSIC: At the Beer Festival and every set of stairs in the race!

STREET PARKING Most residential streets to the north of the race route (north side of Tombstone Canyon Rd) are recommended, as is Brewery Ave north of Taylor Ave. Overflow parking on Hwy 80 is not recommended. Early birds will find parking behind Courthouse on Higgins and Ledge. See parking map at Bisbee1000.org.

Bisbee Vogue, Inc., P.O. Box 1099, Bisbee, AZ 85603

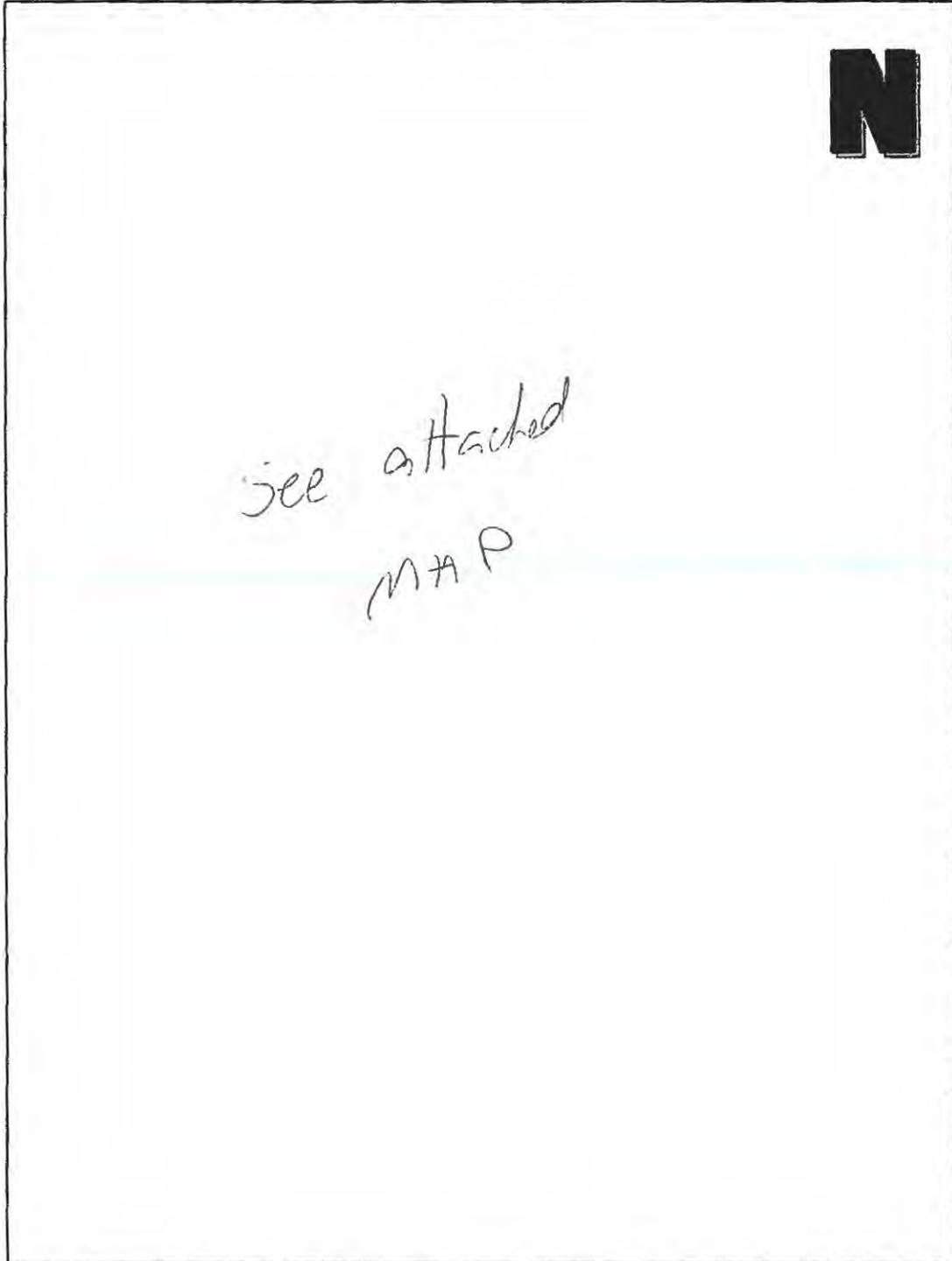
Go to Bisbee1000.org
Call 520-266-0401 email bisbee1000info@gmail.com

BISBEE VOGUE, INC.
SMALL TOWN, GREAT PROSPECTS

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)

NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



Bisbee 1000 Stair Climb Event October 2019 Main Event Permit

PERMIT FEES:

Bisbee 1000 Event	\$25.00
Special Event License	\$32.50
40- "No Parking" Signs @ \$1.50ea	\$60.00
3- Large Barricades @ \$20.00ea	\$60.00
25- Cones @ \$3.00ea	\$75.00
12- Candles @ \$2.00ea	\$24.00
3- Road Closed" Signs @ 20.00ea	\$60.00
2 - Dumpster Pickup @50.00ea	\$100.00
4- Dumpsters (2 garbage 1 recycle) @\$30.00ea	\$120.00

TOTAL: **\$556.50**

PERSONNEL COSTS:

Police Department:

1-Officer Incident Action Planning @ \$63.65 for 10hrs. (Day of Event, IAP, 3 Planning Meetings)	\$636.50
5- Officers @ 50.07 for 5hrs.	\$1,251.75
6- Police Units @ \$30.00 per day	\$180.00

Fire Department:

1- EMT @ \$36.00 for 3 planning meetings	\$108.00
2- EMT's @ \$36.00 per hr. for 6 hrs.	\$432.00
2- Paramedic@ \$43.00 per hr. for 6 hrs.	\$552.00

TOTAL: **\$3,160.25**

CREDITS:

Reduction in Permit Fee Per Guidelines (250.00)

TOTAL CREDITS: **(250.00)**

TOTAL : **\$3,466.75**

**BISBEE 1000 STAIR CLIMB
FIRE & IRONMAN ICE COMPETITION
CRAFT BEAR FESTIVAL
EVENTS
October 19, 2019**

Park Permit Fee	\$ 25.00
Special Event License	\$ 32.50
40 "No Parking" Signs (40 x 1.50)	\$ 60.00
3 Large Barricades (orange Jersey) (\$20.00 ea)	\$ 60.00
25 Cones (\$3.00 ea)	\$ 75.00
12 Candles (Upright) (\$2.00 ea)	\$ 24.00
3 "Road Closed" Signs (3 x \$20.00)	\$ 60.00
Dumpsters (Pick up-2) (\$50.00 ea)	\$100.00
4 Dumpsters (4 X 30.00)	<u>\$120.00</u>
TOTAL	\$556.50
Deposit	<u>\$ 50.00</u>
GRAND TOTAL W/DEPOSIT	\$606.50



CRUM & FORSTER

**NAMED INSURED MEMBER
CERTIFICATE OF COVERAGE**

CERTIFICATE #: USP294541

MASTER POLICY #: SRPGAPML-101-0719

Policyholder:

Sports and Recreation Providers Association Purchasing Group
1776 South Naperville Road, Bldg-B
Wheaton, IL 60187

Named Insured Member:

Bisbee Vogue, Inc.
PO Box 1099 or 201 Tombstone Canyon
Bisbee, AZ 85603-2099

Certificate Coverage Period: 10/18/2019 12:01 AM to 10/21/2019 12:01 AM at 12:01 A.M. at the mailing address of the Named Insured Member shown above.

Master Policy Issued By: United States Fire Insurance Company

Certificate of Coverage Issued By:

Francis L. Dean & Associates, Inc.
1776 South Naperville Road, Bldg-B
P.O. Box 4200
Wheaton, IL 60189
Telephone: (630) 665-7011

Location / Description of Operations: 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival

See Endorsement Schedule below for any exclusions or limitations

COVERAGE(S)

Insurance is provided only for those coverages for which a limit or the word "Included" is shown below.

General Liability

Limits of Insurance

\$2,000,000.00	General Aggregate Limit (Other Than Products-Completed Operations)
\$2,000,000.00	Products-Completed Operations Aggregate Limit
\$1,000,000.00	Personal And Advertising Injury Limit
\$1,000,000.00	Each Occurrence Limit
\$300,000.00	Damage To Premises Rented To You Limit
\$0.00	Medical Expense Limit

Limits of Insurance – Optional Coverages

Excluded	Abuse & Molestation Coverage – Each Occurrence Limit
Excluded	Abuse & Molestation Coverage – Aggregate Limit
Included	Bodily Injury To Athletic Or Sports Participants
\$1,000,000.00	Each Sports, Health, Fitness And Wellness Services Incident Limit
\$1,000,000.00	Sports, Health, Fitness And Wellness Services Aggregate Limit

Premium

\$1,801.00 Total Estimated Commercial General Liability Premium Due From Member

Hired / Non-Owned Automobile Liability

Limits of Insurance

\$1,000,000.00 Covered Autos Liability Limit

Premium

\$850.00 Total Estimated Hired / Non-Owned Automobile Liability Premium Due From Member

Liquor Liability

Limits of Insurance (the applicable statutory limit or the limit as shown below, whichever is less)

\$\$1,000,000.00	Each Common Cause
\$\$2,000,000.00	Aggregate Limit

Premium

\$788.00 Total Estimated Liquor Liability Premium Due From Member



This Certificate of Coverage evidences your coverage as a Named Insured Member under the Master Policy described herein.

United States Fire Insurance Company certifies that the Named Insured Member as shown herein is insured under the Sports & Recreation Providers Association Purchasing Group Master Policy. The Limits of Insurance, Premium and Effective Date of coverage applicable to the Named Insured Member are as specified above. This Certificate of Coverage, together with the Common Policy Conditions, Coverage Part(s), Coverage Form(s) and Endorsements attached to the Master Policy, complete the above numbered insurance contract.

The Master Policy, containing the terms and conditions of coverage, has been furnished to the Policyholder and a copy of that policy accompanies this Certificate of Coverage. All claims are paid according to the terms and conditions of the Master Policy.

Schedule of Additional Insureds

The entities shown below are added as Additional Insureds, but only in respect to liability caused by operations of the Named Insured Member during the certificate policy period.

Form Number	Description
FSPG 101.0.0007 Designated Person/Org	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0008 Designated Person/Org (CA Govt)	<u>Name Of Additional Insured Governmental Entity(ies):</u>
FSPG 101.0.0009 State/Govt Agency/ Subdivision	<u>Name of Additional Insured State Or Governmental Agency Or Subdivision or Political Subdivision:</u>
FSPG 101.0.0010 Vendors	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0011 Managers or Lessors of Premises	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>
FSPG 101.0.0012 Lessor of Leased Equipment	<u>Name Of Additional Insured Person(s) Or Organization(s):</u>

Endorsement Schedule

Form Number	Description
CG 21 44 Limitation To Designated Premises, Projects, Operations	<u>Premises:</u> <u>Project Or Operation:</u>
CG 21 53 Exclusion – Designated Ongoing Operations	<u>Description of Designated Ongoing Operation(s):</u> In addition, scheduled activities exclusion endorsement applies: Inflatable Amusement Devices, Carnival Rides, Knockerball/Bubble Soccer, Bungee Devices, Fireworks, Mechanical Bucking Devices: including Multi Ride Attachments, Permanent & Mobile Rock Wall Structures, Security Services Other Than Contracted Law Enforcement Officers, Trampolines, and Zip Lines. <u>Specified Location (If Applicable):</u>

Crum & Forster is part of Fairfax Financial Holdings Limited. C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/26/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FL DEAN TOM WOJCIECHOWSKI 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335 8007452409	CONTACT NAME:	
	PHONE (A/C, No, Ext): 8007452409	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: United States Fire Insurance	21113	
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS. Bisbee Vogue, Inc. PO Box 1099 or 201 Tombstone Canyon Bisbee, AZ 85603-2099	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** USP294541 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	GENERAL AGGREGATE	\$2,000,000.00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						PRODUCTS - COMP/OP AGG	\$2,000,000.00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						PERSONAL & ADV INJURY	\$1,000,000.00
							EACH OCCURRENCE	\$1,000,000.00
							FIRE DAMAGE (Any one fire)	\$300,000.00
							MED EXP (Any one person)	\$0.00
A	AUTOMOBILE LIABILITY			SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000.00
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED						EACH OCCURRENCE	\$0.00
	RETENTION \$						GENERAL AGGREGATE	\$0.00
A	Liquor Liability			SRPGAPML-101-0719/ USL306215	10/18/2019 12:01 AM	10/21/2019 12:01 AM	EACH OCCURENCE	\$1,000,000.00
							GENERAL AGGREGATE	\$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER

Bisbee Vogue, Inc.
PO Box 1099 or 201 Tombstone Canyon
Bisbee, AZ 85603-2099

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Francis L. Dean



ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)
4/26/2019

AGENCY FL Dean Tom Wojciechowski		CARRIER United States Fire Insurance Company		NAIC CODE 21113
POLICY NUMBER SRPGAPML-101-0719/USP294541		EFFECTIVE DATE 10/18/2019 12:01 AM	NAMED INSURED(S) Bisbee Vogue, Inc.	

ADDITIONAL INTEREST (Not all fields apply to all scenarios – provide only the necessary data)

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS	RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		Cochise County 1415 Melody Lane Bisbee, AZ 85603							LOCATION:
		REFERENCE / LOAN #:		INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:		PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
REASON FOR INTEREST:				E-MAIL ADDRESS:				ITEM CLASS:	ITEM:
								ITEM DESCRIPTION	

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS	RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		City of Bisbee 915 South Tovreaville Road Bisbee, AZ 85603							LOCATION:
		REFERENCE / LOAN #:		INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:		PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
REASON FOR INTEREST:				E-MAIL ADDRESS:				ITEM CLASS:	ITEM:
								ITEM DESCRIPTION	

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS	RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		St. Patrick's Catholic Parish 100 Quality Hill Road Bisbee, AZ 85603							LOCATION:
		REFERENCE / LOAN #:		INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:		PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
REASON FOR INTEREST:				E-MAIL ADDRESS:				ITEM CLASS:	ITEM:
								ITEM DESCRIPTION	

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/26/2019

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PRODUCER FL DEAN TOM WOJCIECHOWSKI 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335 8007452409	CONTACT NAME:	
	PHONE (A/C, No, Ext): 8007452409	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: United States Fire Insurance	21113	
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS

Bisbee Vogue, Inc.
PO Box 1099 or 201 Tombstone Canyon
Bisbee, AZ 85603-2099

COVERAGES **CERTIFICATE NUMBER:** USP294541 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	GENERAL AGGREGATE	\$2,000,000.00
	PRODUCTS - COM/POP AGG						\$2,000,000.00	
	PERSONAL & ADV INJURY						\$1,000,000.00	
	EACH OCCURRENCE						\$1,000,000.00	
							FIRE DAMAGE (Any one fire)	\$300,000.00
							MED EXP (Any one person)	\$0.00
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTOS	X		SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000.00
	BODILY INJURY (Per person)						\$	
	BODILY INJURY (Per accident)						\$	
	PROPERTY DAMAGE (Per accident)						\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
							EACH OCCURRENCE	\$0.00
							GENERAL AGGREGATE	\$0.00
A	Liquor Liability	X		SRPGAPML-101-0719/ USL306215	10/18/2019 12:01 AM	10/21/2019 12:01 AM	EACH OCCURENCE	\$1,000,000.00
							GENERAL AGGREGATE	\$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival
 The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER St. Patrick's Catholic Parish 100 Quality Hill Road Bisbee, AZ 85603	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <p style="text-align: center;">Francis L. Dean</p>
---	--



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/26/2019

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PRODUCER FL DEAN TOM WOJCIECHOWSKI 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335 8007452409	CONTACT NAME:	
	PHONE (A/C, No, Ext): 8007452409	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: United States Fire Insurance	21113	
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: Bisbee Vogue, Inc. PO Box 1099 or 201 Tombstone Canyon Bisbee, AZ 85603-2099	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** USP294541 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	X	SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	GENERAL AGGREGATE \$2,000,000.00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						PRODUCTS - COM/PIOP AGG \$2,000,000.00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						PERSONAL & ADV INJURY \$1,000,000.00
							EACH OCCURRENCE \$1,000,000.00
							FIRE DAMAGE (Any one fire) \$300,000.00
							MED EXP (Any one person) \$0.00
	GENL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
A	AUTOMOBILE LIABILITY	X	X	SRPGAPML-101-0719	10/18/2019 12:01 AM	10/21/2019 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000.00
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED RETENTION \$						
							EACH OCCURRENCE \$0.00
							GENERAL AGGREGATE \$0.00
A	Liquor Liability	X		SRPGAPML-101-0719/ USL306215	10/18/2019 12:01 AM	10/21/2019 12:01 AM	EACH OCCURRENCE \$1,000,000.00
							GENERAL AGGREGATE \$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 1.5 mile race with stairs, 1/4 mile stair climb race with block of ice, beer festival
 The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.
 Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER Cochise County 1415 Melody Lane Bisbee, AZ 85603	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Francis L. Dean
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REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: April 11, 2018

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE VOGUE, INC. FOR THE USE OF CITY PARK FOR THE BISBEE 1000 STAIR CLIMB ON SATURDAY, OCTOBER 19, 2019 FROM 7:00AM TO 11:00AM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the park, facility, and right-of-way use permit for the use of City Park for the Bisbee 1000 Stair Climb on Saturday, October 19, 2019, from 7:00AM to 11:00AM.

DISCUSSION:

Ms. Cynthia Conroy has submitted a Park, Facility, and Right-of-Way use Permit for the City Park for the Bisbee 1000 Stair Climb. It will take place on Saturday, October 19, 2019 from 7:00am to 11:00am.

Staff has reviewed the permit and recommends approval.

FISCAL IMPACT: \$25.00

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Stephen Pauken
Stephen Pauken
Interim City Manager

CITY PARK

RECEIVED

FEB 27 2019

City Clerk's Office Permit No. 14-19
City of Bisbee

CITY OF BISBEE

PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT

(This permit must be approved by City Council and/or by Parks staff prior to the event)

Permit must be submitted to and approved by the City Council prior to the event. City Council meetings are the first and third Tuesday of each month. **Please note:** your permit application must be submitted to the Public Works / Parks & Recreation Department at least four weeks prior to the next scheduled City Council meeting (before your scheduled event) in order for it to be on the City Council's meeting agenda. If the applicant is proposing to sell liquor at the proposed event, the applicant should allow an additional 10 days for processing of the required State "Special Liquor License." Also: As per section 11.2.9 paragraph G - "All permittees shall be responsible for returning the park, recreational facility or public right-of-way to the same condition in which it existed upon issuance of the permit. If this responsibility is not met, the permittee will be charged at a rate set forth by the City staff and approved by the Mayor and Council". Refer to Section 11.2.9 - "Park and Facility Use" of the City Code for requirements regarding use of City parks and facilities (a copy of the City Code is available at www.cityofbisbee.com, City Hall, or the Copper Queen Library)

If you have any questions regarding this permit application, please contact Lorena Valdez, Public Works at 432-6002 or lvaldez@cityofbisbee.com

APPLICANT INFORMATION

1. Applicant Name: Date: CYNTHIA CONROY Date: 2/25/2019

2. Organization Name: BISBEE VOGUE INC.

3. Mailing Address: P.O. Box 1099, BISBEE, AZ 85603

520-266-0401

Phone #: 520-266-0401 Contact name and phone # during event CYNTHIA CONROY 520-266-0401

520-266-0401

4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).

THE FIRST SET OF STAIRS OF THE BISBEE 1000 IS AT CITY PARK. HISTORICALLY WE HAVE MUSIC PLAYED AT CITY PARK. WE PLAN TO DO THIS AGAIN IN 2018.

ALSO FOR SAFETY OF THE RUNNERS WE NEED TO PARK AND ROAD OPEN.

5. Approximate Number of Participants and/or Spectators: 1800

6. Requested Location of Event: CITY PARK

7. Date(s) of Event: OCTOBER 19, 2019

8. Hours of Event: 7:00AM - 11:00AM

9. Hours of Reservation (with set-up and breakdown) 7:00AM - 11:00AM

10. Request Consumption of Alcohol: Yes No

11. Request Sales of Alcohol: Yes No

SERVICES REQUESTED FROM THE CITY OF BISBEE

(Provide letter with all services that are needed with details of times and locations. City may require services depending on nature of event) See attached service rate sheet.

- \$ NA General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY),
Band Shell Access \$50 (CITY PARK).
 GENERATORS ARE PERMITTED... ALL JUMPING CASTLES MUST HAVE
INSURANCE AND GENERATORS
- \$ Beer Permit (non-commercial permits only) \$10
- \$ Police (escorts, security, road closures, redirecting of traffic): for _____
- \$ Park Public Works staff (example: posting closures of streets/parking, access to
facility/band shell/restrooms, etc): _____
-
- \$ Other - any additional requests made by applicant or any other conditions set by the
City Council, City Code, ordinance or resolution.

CONDITIONS APPLICANT MUST MEET THAT ARE REQUIRED BY THE CITY OF BISBEE:

- \$25 non-commercial or \$50 commercial permit fee paid before permit is processed.
- \$50.00 refundable deposit paid before permit is processed (if a check is issued, must be "Written separately from other charges) This deposit will be refunded at the completion of the event, provided that the facility has been left in the same, or better, condition as it was at the start of the event. The City will deduct from this deposit any expenses that may be incurred for cleaning or repairing the facility following the event prior to refunding any remaining balance.
- Fees for above service requests in the amount of \$ _____ before permit is processed or event can take place.
- Business License/Special Event License Fee of \$32.50 paid before permit is processed- where there is a promoter sub-letting booth space to vendors, the promoter will pay a fee of \$32.50 and \$4.00 per vendor per day. The promoter is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promoter and all vendors via their State tax forms.
- Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).
- Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.
- County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)
- Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.
- Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

ANY PERSON VIOLATING ANY PROVISION OF THIS ARTICLE SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION THEREOF, SHALL BE PUNISHABLE BY A FINE OF NOT LESS THEN FIFTY DOLLARS NO MORE THAN FIVE HUNDRED DOLLARS.

I, CYNTHIA CONROY certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.

CAC
Signature of Applicant/Authorized Party

2/25/19
Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) BISBEE 1000 event the period from (date & time) 10/19/2019 to 10/19/2019 11:00AM the permittee CYNTHIA CONROY agrees to the following:

1. That the permittee shall defend, indemnify and save harmless the City of Bisbee, its officers, employees, agents and representatives from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description arising by reason of any act or commission of the permittee, his agent(s), employees or participants during the event or in consequence of any negligence or carelessness regarding the same.

If Permittee is required to provide insurance:

2. The Permittee's insurance shall be primary.
3. The City of Bisbee shall be named as an additional insured on the permittee's liability insurance coverage for the referenced event, and the Hold Harmless Agreement be endorsed onto said insurance policy.
4. Said liability insurance shall be in an amount no less than \$1,000,000.00 per occurrence.
5. Said insurance shall not be canceled or expired during the term of the event unless a minimum of ten (10) days written notice is given to the Finance Director of the City of Bisbee.

CAC
Signature of Permittee or Authorized Representative

CYNTHIA CONROY
Print Name

Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: May 1, 2019

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BOYS AND GIRLS CLUB OF BISBEE FOR THE USE OF ARIZONA STREET (BETWEEN CONGDON AND RUPPE ST) FOR THE FRIDAY NIGHT CACKLE TO BE HELD ON FRIDAY, AUGUST 30, 2019 FROM 4:00 PM TO 8:00 PM.

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the Park, Facility, and Right-of-Way Use Permit for the Boys and Girls Club of Bisbee for the use of Arizona Street (between Congdon and Ruppe St.) for the Friday Night Cackle to be held on Friday, August 30, 2019 from 4:00 pm to 8:00 pm.

DISCUSSION:

Ms. Flores has submitted a Park, Facility, and Right-of-Way use Permit for the Boys and Girls Club of Bisbee for the use of Arizona Street (Between Congdon Ave and Ruppe St.) for the Friday Night Cackle to be held on Friday, August 30, 2019 from 4:00 pm to 8:00 pm.

Attached in this packed is the insurance for the period of May 15, 2018-May 15, 2019. Ms. Flores will supply the City with the new policy after May 15, 2019.

Staff has reviewed the permit and recommends approval.

The \$50.00 refundable deposit is required. Vendor fees will be paid after the event.

FISCAL IMPACT: \$57.50

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Stephen Pauken
Stephen Pauken
Interim City Manager

Permit No. 22-19

**CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT**

(This permit must be approved by City Council and/or by Parks staff prior to the event)

Permit must be submitted to and approved by the City Council prior to the event. City Council meetings are the first and third Tuesday of each month. **Please note:** your permit application must be submitted to the Public Works / Parks & Recreation Department at least four weeks prior to the next scheduled City Council meeting (before your scheduled event) in order for it to be on the City Council's meeting agenda. If the applicant is proposing to sell liquor at the proposed event, the applicant should allow an additional 10 days for processing of the required State "Special Liquor License." **Also:** As per section 11.2.9 paragraph G - "All permittees shall be responsible for returning the park, recreational facility or public right-of-way to the same condition in which it existed upon issuance of the permit. If this responsibility is not met, the permittee will be charged at a rate set forth by the City staff and approved by the Mayor and Council". Refer to Section 11.2.9 - "Park and Facility Use" of the City Code for requirements regarding use of City parks and facilities (a copy of the City Code is available at www.cityofbisbee.com, City Hall, or the Copper Queen Library)

If you have any questions regarding this permit application, please contact Lorena Valdez, Public Works at 432-6002 or lvaldez@cityofbisbee.com

APPLICANT INFORMATION

1. Applicant Name: Date: Annette Flores Date: 03/21/2019

2. Organization Name: Boys & Girls Club of Bisbee

3. Mailing Address: PO Box 5205

Phone #: 520.432.3010 Contact name and phone # during event Annette Flores 520.234.8090

4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).

11th Annual Car and Bike Show on Arizona Street. Hosting a variety of cars, trucks and motorcycles.
Friday Night Cackle will host speed sports and various Hot Rods. Show will take place from Congdon down Arizona Street to Ruppe St.

5. Approximate Number of Participants and/or Spectators: 50-100

6. Requested Location of Event: Congdon-Arizona Street- Ruppe Street

7. Date(s) of Event: Friday, Aug 30, 2019

8. Hours of Event: 4pm-8pm

9. Hours of Reservation (with set-up and breakdown) 4pm-8pm

10. Request Consumption of Alcohol: Yes No

11. Request Sales of Alcohol: Yes No

SERVICES REQUESTED FROM THE CITY OF BISBEE

(Provide letter with all services that are needed with details of times and locations. City may require services depending on nature of event) See attached service rate sheet.

\$ _____ General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY),
Band Shell Access \$50 (CITY PARK):

GENERATORS ARE PERMITTED....ALL JUMPING CASTLES MUST HAVE INSURANCE AND GENERATORS

\$ _____ Beer Permit (non-commercial permits only) \$10

\$ _____ Police (escorts, security, road closures, redirecting of traffic): for _____

\$ _____ Park Public Works staff (example: posting closures of streets/parking, access to facility/band shell/restrooms, etc): Road Barriers, traffic cones to close off streets

\$ _____ Other - any additional requests made by applicant or any other conditions set by the City Council, City Code, ordinance or resolution.

CONDITIONS APPLICANT MUST MEET THAT ARE REQUIRED BY THE CITY OF BISBEE:

\$25 non-commercial or \$50 commercial permit fee paid before permit is processed.

\$50.00 refundable deposit paid before permit is processed (if a check is issued, must be "Written separately from other charges) This deposit will be refunded at the completion of the event, provided that the facility has been left in the same, or better, condition as it was at the start of the event. The City will deduct from this deposit any expenses that may be incurred for cleaning or repairing the facility following the event prior to refunding any remaining balance.

Fees for above service requests in the amount of \$ _____ before permit is processed or event can take place.

Business License/Special Event License Fee of \$32.50 paid before permit is processed- where there is a promoter sub-letting booth space to vendors, the promoter will pay a fee of \$32.50 and \$4.00 per vendor per day. The promoter is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promoter and all vendors via their State tax forms.

Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).

Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.

County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)

Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.

Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

ANY PERSON VIOLATING ANY PROVISION OF THIS ARTICLE SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION THEREOF, SHALL BE PUNISHABLE BY A FINE OF NOT LESS THEN FIFTY DOLLARS NO MORE THAN FIVE HUNDRED DOLLARS.

I, Annette Flores certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.



Signature of Applicant/Authorized Party

03/21/2019

Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) 11th Annual Cars and Bikes on Arizona Street event the period from (date & time) Fri., Aug. 30, 2019 4pm to 8pm, the permittee Boys & Girls Club of Bisbee agrees to the following:

1. That the permittee shall defend, indemnify and save harmless the City of Bisbee, its officers, employees, agents and representatives from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description arising by reason of any act or commission of the permittee, his agent(s), employees or participants during the event or in consequence of any negligence or carelessness regarding the same.

If Permittee is required to provide insurance:

2. The Permittee's insurance shall be primary.
3. The City of Bisbee shall be named as an additional insured on the permittee's liability insurance coverage for the referenced event, and the Hold Harmless Agreement be endorsed onto said insurance policy.
4. Said liability insurance shall be in an amount no less than \$1,000,000.00 per occurrence.
5. Said insurance shall not be canceled or expired during the term of the event unless a minimum of ten (10) days written notice is given to the Finance Director of the City of Bisbee.

Signature of Permittee or Authorized Representative

Annette Flores

Print Name

03/21/2019

Date

COUNCIL ACTION:

Recommended to: _____ Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

- (1) Applicant's Name: Annette Flores
- (2) Mailing Address, City, State & Zip: PO Box 5205
Bisbee AZ 85603
- (3) Business Name: Boys & Girls Club of Bisbee
- (4) Business Address: 405 Arizona Street
- (5) City: Bisbee State: AZ Zip: 85603
- (6) Business Phone No.: 520.432.3010 Resident Phone No.: 520.234.8090
- (7) Name of Special Event: 11th Annual Cars and Bikes on Arizona Street
Friday Night Cackle Date: Aug 30, 2019

Specify date(s) License needed: Aug.30,2019

(8) Will you be serving food: YES NO but of our facility

If yes, do you have a Health Dept. Food Certificate: YES NO
(A copy of the Cochise County Health Dept. Certificate MUST accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ _____

I, Annette Flores being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

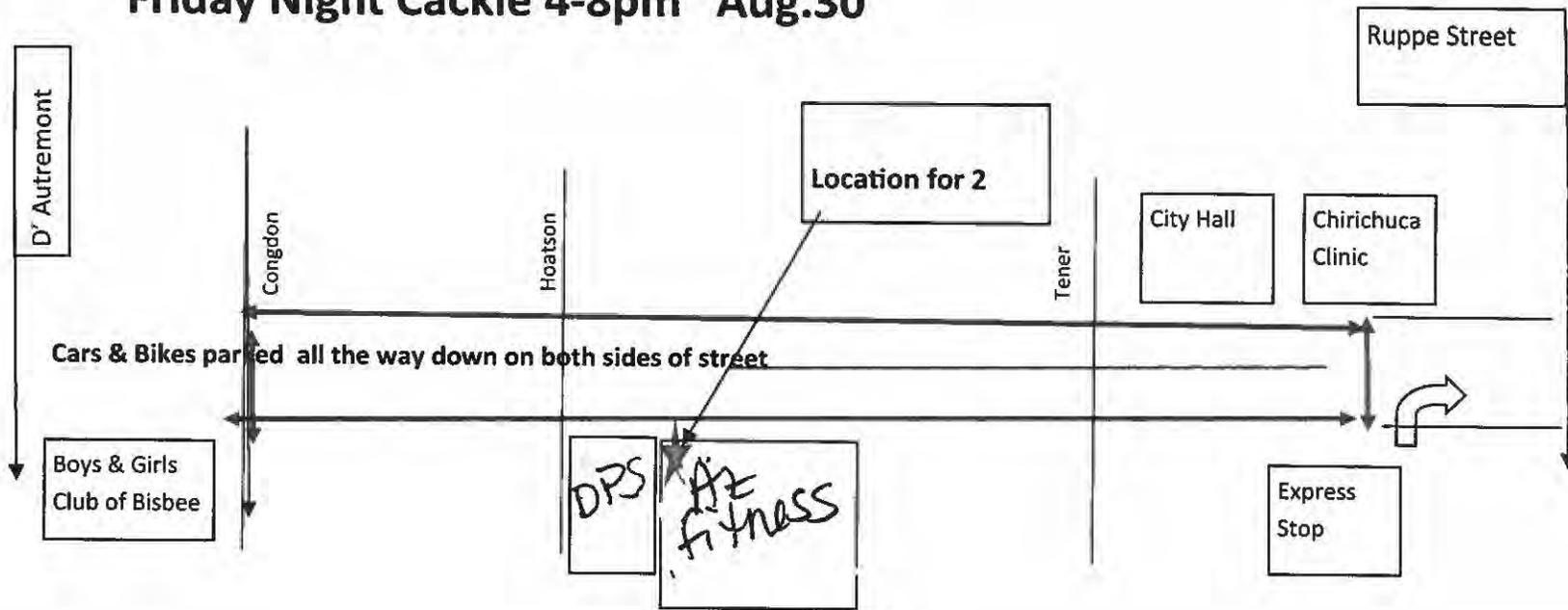
Signature of Applicant

03/21/2019
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

Friday Night Cackle 4-8pm Aug.30

Briggs
riggs Avenue



- Traffic can be rerouted using Ruppe Street -Campbell St.
- Powell through -Congdon as another access point.
-

NO Access

GREAT FUTURES START HERE.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/23/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Crest Insurance Group, LLC 1601 Paseo San Luis Ste 102 Sierra Vista AZ 85635	CONTACT NAME: Shannon Lua	
	PHONE (A/C, No, Ext): 520-458-1655	FAX (A/C, No): 520-458-8825
E-MAIL ADDRESS: slua@crestins.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Philadelphia Indemnity Ins Co		18058
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED 70BOYSGIRJ
 Boys and Girls Club of Bisbee
 P O Box 5205
 Bisbee AZ 85603

COVERAGES

CERTIFICATE NUMBER: 1293738197

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR (INSR) (W/O)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		PHPK1822071	5/15/2018	5/15/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 1,000,000 \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		PHPK1822071	5/15/2018	5/15/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Directors & Officers Employment Practices		PH5D1347178	5/15/2018	5/15/2019	\$5K Ded per claim \$5K Ded per claim Aggregate All Parts 1,000,000 1,000,000 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Evidence of Insurance. This form is subject to all policy forms, terms, endorsements, conditions definitions & exclusions.

CERTIFICATE HOLDER**CANCELLATION**

The City of Bisbee
 118 Arizona St
 Bisbee AZ 85603

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Cody Ritchie



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: May 1, 2019

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BOYS AND GIRLS CLUB OF BISBEE FOR THE USE OF ARIZONA STREET (BETWEEN BRIGGS AVE AND RUPPE ST) FOR THE 11th ANNUAL CARS & BIKES ON ARIZONA STREET SHOW TO BE HELD ON SATURDAY, AUGUST 31, 2019 FROM 6:00AM TO 5:00PM.

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the Park, Facility, and Right-of-Way Use Permit for the Boys and Girls Club of Bisbee for the use of Arizona Street (between Briggs Ave and Ruppe St.) for the 11th Annual Cars & Bikes on Arizona Street show to be held on Saturday, August 31, 2019 from 6:00am to 5:00pm.

DISCUSSION:

Ms. Flores has submitted a Park, Facility, and Right-of-Way use Permit for the Boys and Girls Club of Bisbee for the use of Arizona Street (Between Briggs Ave and Ruppe St.) for the 11th Annual Cars & Bikes on Arizona Street show to be held on Saturday, August 31, 2019 from 6:00am to 5:00pm. Attached in this packet is the insurance for the period of May 15, 2018-May 15, 2019. Ms. Flores will supply the City with the new policy after May 15, 2019.

Staff has reviewed the permit and recommends approval.

The \$50.00 refundable deposit is required. Vendor fees will be paid after the event.

FISCAL IMPACT: \$57.50

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Stephen Paucken
Stephen Paucken
Interim City Manager

SERVICES REQUESTED FROM THE CITY OF BISBEE

(Provide letter with all services that are needed with details of times and locations. City may require services depending on nature of event) See attached service rate sheet.

- \$ _____ General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY),
Band Shell Access \$50 (CITY PARK):
 GENERATORS ARE PERMITTED....ALL JUMPING CASTLES MUST HAVE
INSURANCE AND GENERATORS
- \$ _____ Beer Permit (non-commercial permits only) \$10
- \$ _____ Police (escorts, security, road closures, redirecting of traffic): for _____
- \$ _____ Park Public Works staff (example: posting closures of streets/parking, access to
facility/band shell/restrooms, etc): Road Barriers, traffic cones to close off streets

\$ _____ Other - any additional requests made by applicant or any other conditions set by the
City Council, City Code, ordinance or resolution.

CONDITIONS APPLICANT MUST MEET THAT ARE REQUIRED BY THE CITY OF BISBEE:

- \$25 non-commercial or \$50 commercial permit fee paid before permit is processed.
- \$50.00 refundable deposit paid before permit is processed (if a check is issued, must be "Written separately from other charges) This deposit will be refunded at the completion of the event, provided that the facility has been left in the same, or better, condition as it was at the start of the event. The City will deduct from this deposit any expenses that may be incurred for cleaning or repairing the facility following the event prior to refunding any remaining balance.
- Fees for above service requests in the amount of \$ _____ before permit is processed or event can take place.
- Business License/Special Event License Fee of \$32.50 paid before permit is processed- where there is a promoter sub-letting booth space to vendors, the promoter will pay a fee of \$32.50 and \$4.00 per vendor per day. The promoter is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promoter and all vendors via their State tax forms.
- Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).
- Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.
- County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)
- Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.
- Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50
PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF
YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

ANY PERSON VIOLATING ANY PROVISION OF THIS ARTICLE SHALL BE GUILTY OF A MISDEMEANOR AND, UPON CONVICTION THEREOF, SHALL BE PUNISHABLE BY A FINE OF NOT LESS THEN FIFTY DOLLARS NO MORE THAN FIVE HUNDRED DOLLARS.

I, Annette Flores certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.



Signature of Applicant/Authorized Party

03/21/2019

Date

HOLD HARMLESS AGREEMENT

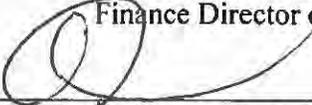
Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) 11th Annual Cars and Bikes on Arizona Street the period from (date & time) Sat. Aug. 31, 2019 6am to 5pm, the permittee Boys & Girls Club of Bisbee agrees to the following:

1. That the permittee shall defend, indemnify and save harmless the City of Bisbee, its officers, employees, agents and representatives from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description arising by reason of any act or commission of the permittee, his agent(s), employees or participants during the event or in consequence of any negligence or carelessness regarding the same.

If Permittee is required to provide insurance:

2. The Permittee's insurance shall be primary.
3. The City of Bisbee shall be named as an additional insured on the permittee's liability insurance coverage for the referenced event, and the Hold Harmless Agreement be endorsed onto said insurance policy.
4. Said liability insurance shall be in an amount no less than \$1,000,000.00 per occurrence.
5. Said insurance shall not be canceled or expired during the term of the event unless a minimum of ten (10) days written notice is given to the Finance Director of the City of Bisbee.



Signature of Permittee or Authorized Representative

Annette Flores

03/21/2019

Print Name

Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

(1) Applicant's Name: Annette Flores

(2) Mailing Address, City, State & Zip: PO Box 5205
Bisbee AZ 85603

(3) Business Name: Boys & Girls Club of Bisbee

(4) Business Address: 405 Arizona Street

(5) City: Bisbee State: AZ Zip: 85603

(6) Business Phone No.: 520.432.3010 Resident Phone No.: 520.234.8090

(7) Name of Special Event: 11th Annual Cars and Bikes on Arizona Street Date: Aug.31.2019

Specify date(s) License needed: Aug 31,2019

(8) Will you be serving food: YES NO but of our facility

If yes, do you have a Health Dept. Food Certificate: YES NO
(A copy of the Cochise County Health Dept. Certificate **MUST** accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

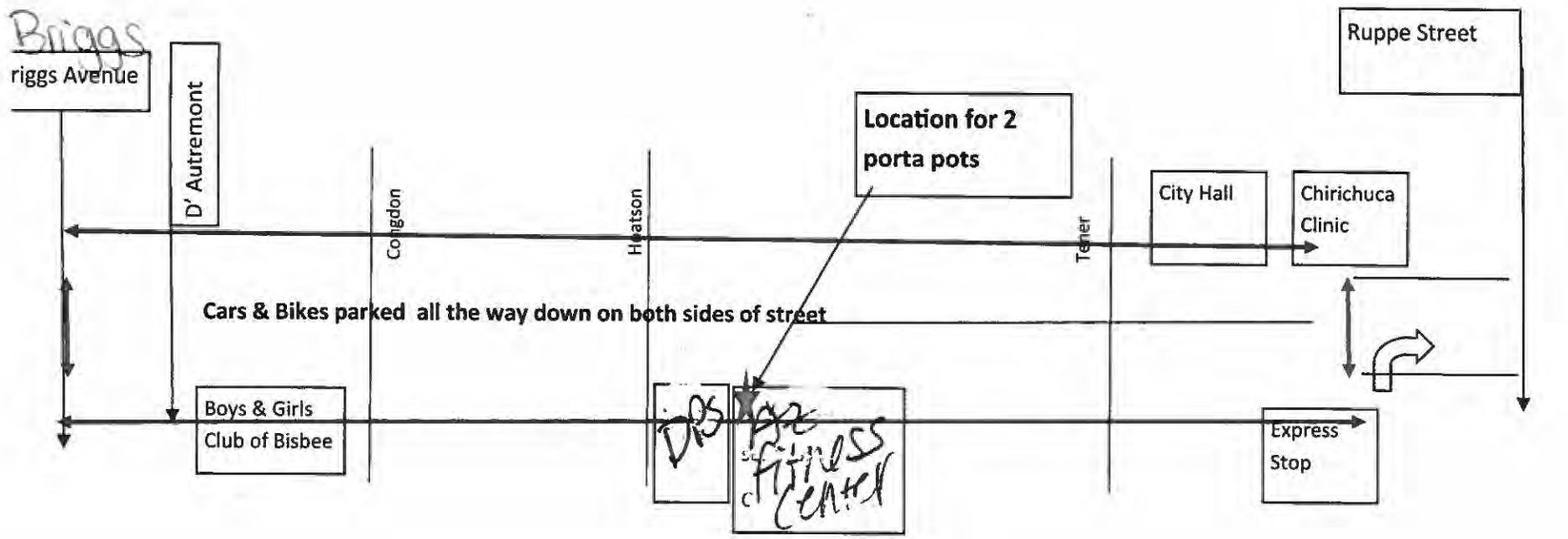
Total submitted: \$ _____

I, Annette Flores being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

Signature of Applicant

03/21/2019
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603



- Traffic can be rerouted using Ruppe Street -Campbell St.
- Powell St. through -Briggs as another access point.
- Both sides of streets requesting a one block radius out

GREAT FUTURES START HERE.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/23/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Crest Insurance Group, LLC 1601 Paseo San Luis Ste 102 Sierra Vista AZ 85635	CONTACT NAME: Shannon Lua PHONE (A/C, No, Ext): 520-458-1655 E-MAIL ADDRESS: slua@crestins.com	FAX (A/C, No): 520-458-8825
	INSURER(S) AFFORDING COVERAGE	
INSURED Boys and Girls Club of Bisbee P O Box 5205 Bisbee AZ 85603	INSURER A: Philadelphia Indemnity Ins Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 18058

COVERAGES **CERTIFICATE NUMBER:** 1293736197 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			PHPK1822071	5/15/2018	5/15/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG 1,000,000 \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK1822071	5/15/2018	5/15/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Directors & Officers Employment Practices			PHSD1347175	5/15/2018	5/15/2019	\$5K Ded per claim \$5K Ded per claim Aggregate All Parts 1,000,000 1,000,000 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Evidence of Insurance. This form is subject to all policy forms, terms, endorsements, conditions definitions & exclusions.

CERTIFICATE HOLDER The City of Bisbee 118 Arizona St. Bisbee AZ 85603	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Cody Ritchie</i>

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REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: April 24, 2019

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: **APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED FOR AN EVENT TO BE HELD AT ST. JOHN'S EPISCOPAL CHURCH PARRISH HALL LOCATED AT 19 SOWLES, BISBEE, ARIZONA ON SATURDAY, JUNE 1, 2019 FROM 7:00PM TO 11:00PM, KYM KENNEDY; APPLICANT**

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Special Event Liquor License Application

PROPOSED MOTION: I move to approve the Special Event Liquor License Application Submitted for an event to be held at St. John's Episcopal Church Parrish Hall Located at 19 Sowles, Bisbee, Arizona on Saturday, June 1, 2019 from 7:00pm to 11:00pm.

DISCUSSION:

Ms. Kennedy has requested approval of a Special Event Liquor License Application to hold an Event at St. John's Episcopal Church Parrish Hall at 19 Sowles, Bisbee, Arizona. The Event will be held on Saturday, June 1, 2019 from 7:00PM to 11:00PM.

Ms. Kennedy has indicated that there will mandatory ID checking at the door, colored wristbands for 21 years of age and older. There will be at least two people at the door at all times and two serving wine and food. Two tables at the door for tickets and ID check.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FOR DLLC USE ONLY	
Received Date:	
Job #:	
CSR:	
License #:	

APPLICATION FOR SPECIAL EVENT LICENSE
 Fees: \$25.00 per day for 1-10 days (consecutive) Cash Checks or Money Orders Only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.
 The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event.

SECTION 1 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: KENNEDY Kym J. 02/08/55
Last First Middle Date of Birth
 2. Applicant's mailing address: 602 Hobbsen Ave. Bisbee AZ 85603
Street City State Zip
 3. Applicant's home/cell phone: (520) 249-1796 Applicant's business phone: (520) 432-7006
Street State Zip
 4. Applicant's email address: bzbkym@yahoo.com
State Zip

SECTION 2 Name of Organization, Candidate or Political Party/Gov.: St. John's Episcopal Church

SECTION 3 Non-Profit/IRS Tax Exempt Number: 31-1629166

SECTION 4 Event Location: St. John's Episcopal Church Parish Hall

Event Address: 19 Sawles, Bisbee, AZ 85603

SECTION 5 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>June 1, 2019</u>	<u>Saturday</u>	<u>7pm-11pm</u>	<u>11:30pm</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 6 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

_____ Number of Police _____ Number of Security Personnel Fencing Barriers

Explanation: MANDATORY ID checking at the door. Colored wrist-bands
For 21 years of age and older. There will be at least
two people at the door at all times and two serving
WINE and Food. Two tables at the door for tickets and ID
check.

SECTION 7 Will this event be held on a currently licensed premise and within the already approved premises? Yes No
(If yes, Local Governing Body Signature not required)

Name of Business

License Number

Phone (Include Area Code)

SECTION 8 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- Place license in non-use
 Dispense and serve all spirituous liquors under retailer's license
 Dispense and serve all spirituous liquors under special event
 Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 9 What is the purpose of this event?

- On-site consumption Off-site (auction/wine/distilled spirits pull) Both

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

- Yes No (If yes, attach explanation.)

2. How many special event days have been issued to this organization during the calendar year? 0
(The number cannot exceed 10 days per year.)

3. Is the Organization using the services of a Licensed Contractor?

- Yes No If yes, please provide the following: Name of Licensed Contractor: _____

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?

- Yes No If yes, please provide the following: Name of Licensee _____ License #: _____

5. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name St. John's Episcopal Church Percentage: 100%

Address 19 Sowles / P.O. Box 638 Bisbee, AZ 85603

Name _____ Percentage: _____

Address _____

Street

City

State

Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 11 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control. Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction.

I, (Print Full Name) Kym J. KENNEDY hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: *Kym J. Kennedy*
SENIOR WARDEN

LOCAL GOVERNING BOARD

Date Received: 4-29-19

I, _____ recommend APPROVAL DISAPPROVAL
(Government Official) (Title)

On behalf of _____
(City, Town, County) Signature Date Phone

DLLC USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

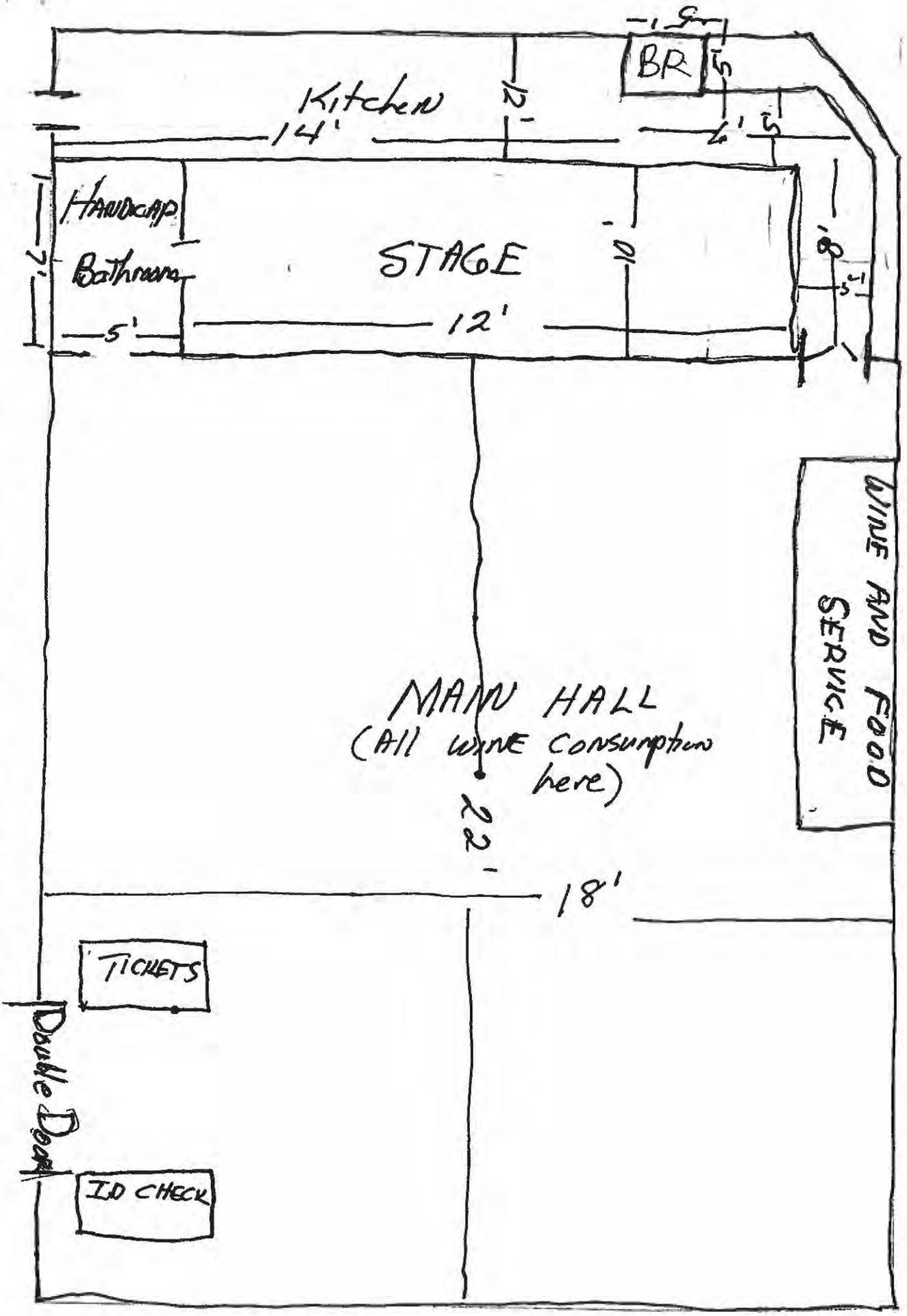
D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.

(NOT TO SCALE)

ST. John's Episcopal Church Ponsk Hall
19 Bowles
Mesa, AZ





REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: April 24, 2019

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY TURN YOUR LIFE AROUND FOR AN EVENT TO BE HELD AT CITY PARK LOCATED AT 62 BREWERY AVENUE, BISBEE, ARIZONA ON SATURDAY, MAY 25, 2019 FROM 12:00PM (NOON) TO 6:00PM, SAM DONALDSON; APPLICANT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Special Event Liquor License Application

PROPOSED MOTION: I move to approve the Special Event Liquor License Application Submitted by Turn Your Life Around for an Event to be held at City Park Located at 62 Brewery Avenue, Bisbee Arizona on Saturday, May 25, 2019 from 12:00pm (Noon) to 6:00pm.

DISCUSSION:

Mr. Donaldson has requested approval of a Special Event Liquor License Application to hold an Event at City Park located at 62 Brewery Avenue, Bisbee, Arizona. The Event will be held on Saturday, May 25, 2019 from 12:00pm (Noon) to 6:00PM. The Event is for the 5th Annual Howl & Prowl Vintage Motorcycle Show.

Mr. Donaldson has indicated that there will be a total of 6 Security Personnel. There will be security personnel at all 3 Entrances/ Exits at all times, also licensed bartenders will be dispensing beverages.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FOR DLLC USE ONLY	
Received Date:	
Job #:	
CSR:	
License #:	

APPLICATION FOR SPECIAL EVENT LICENSE
 Fees: \$25.00 per day for 1-10 days (consecutive) Cash Checks or Money Orders Only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.
 The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event.

SECTION 1 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: DONALDSON SAMUEL BEIRNE 06.17.78
Last First Middle Date of Birth
 2. Applicant's mailing address: 11300 E. GREATERVILLE Rd., SONOMA AZ 85637
Street City State Zip
 3. Applicant's home/cell phone: (520) 444-8552 Applicant's business phone: (520) 429-8406
Street City State Zip
 4. Applicant's email address: oldskitrules@gmail.com

SECTION 2 Name of Organization, Candidate or Political Party/Gov.: TURN YOUR LIFE AROUND, INC.

SECTION 3 Non-Profit/IRS Tax Exempt Number: 32-0219375

SECTION 4 Event Location: ~~62 BREWERY AVE. SD~~ OLD CITY PARK
 Event Address: 62 BREWERY AVE. BISBEE, AZ 85603

SECTION 5 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>5/25/19</u>	<u>SAT.</u>	<u>12 PM</u>	<u>6 PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 6 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

Number of Police 6 Number of Security Personnel Fencing Barriers

Explanation: THERE WILL BE SECURITY PERSONNEL AT ALL THREE ENTRANCE/EXITS AT ALL TIMES. ALSO, LICENSED BARTENDERS WILL BE DISPENSING BEVERAGES.

SECTION 7 Will this event be held on a currently licensed premise and within the already approved premises? Yes No
(If yes, Local Governing Body Signature not required)

Name of Business _____ License Number _____ Phone (Include Area Code) _____

SECTION 8 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- Place license in non-use
- Dispense and serve all spirituous liquors under retailer's license
- Dispense and serve all spirituous liquors under special event
- Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 9 What is the purpose of this event?

- On-site consumption
- Off-site (auction/wine/distilled spirits pull)
- Both

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)
2. How many special event days have been issued to this organization during the calendar year? 0
(The number cannot exceed 10 days per year.)
3. Is the Organization using the services of a Licensed Contractor?
 Yes No If yes, please provide the following: Name of Licensed Contractor: _____
4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?
 Yes No If yes, please provide the following: Name of Licensee _____ License #: _____
5. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.
Name TURN YOUR LIFE AROUND, INC. Percentage: 50%
Address 1109 W. PRINCE RD., TULSON, AZ 85705
Name SAMUEL DONALDSON Percentage: 50%
Address 1130D E. GREATERVILLE RD SONOTA, AZ 85637
Street City State Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

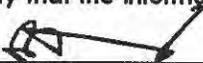
NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 11 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control. Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction.

I, (Print Full Name) SAMUEL BEIRNE DOWALOSKI hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: 

LOCAL GOVERNING BOARD

Date Received: 4-23-19

I, _____ (Government Official) _____ (Title) recommend APPROVAL DISAPPROVAL

On behalf of _____ (City, Town, County) _____ Signature _____ Date _____ Phone _____

DLLC USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter, prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.

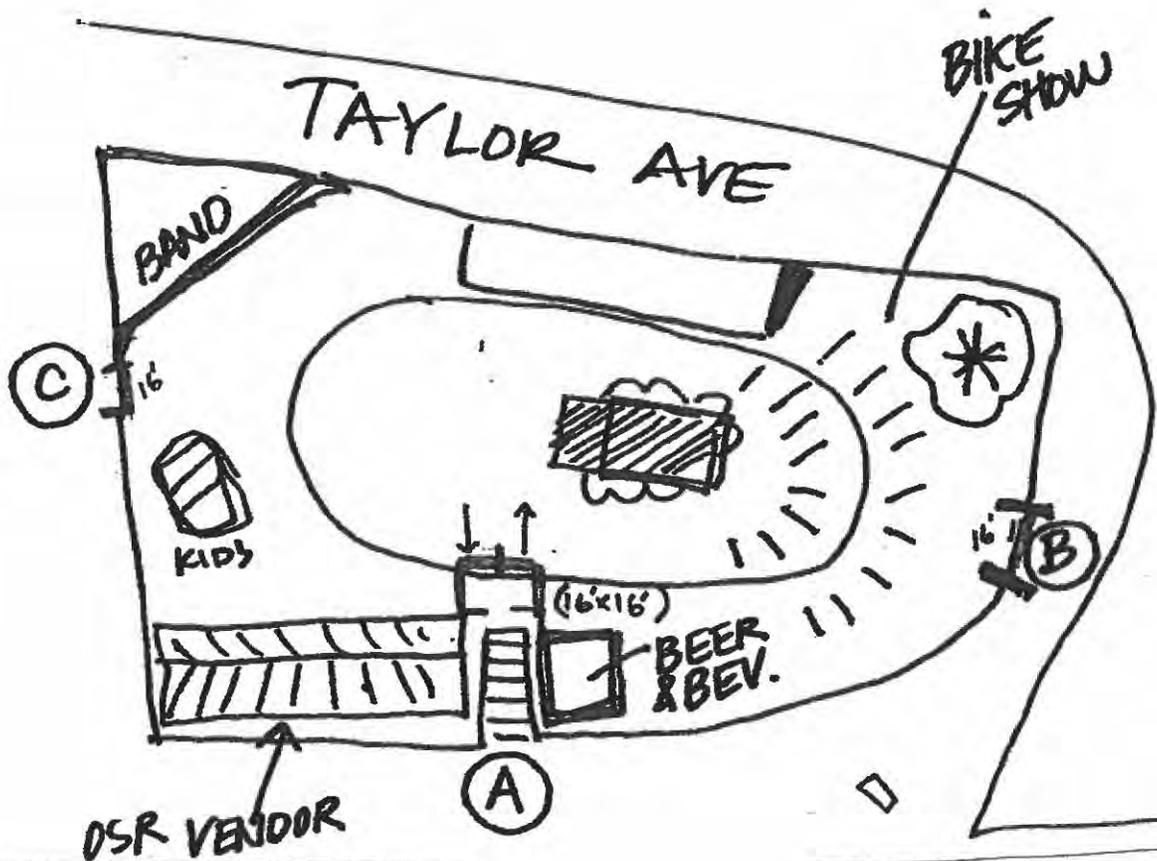
SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.

(A) = MAIN PUBLIC ENTER/EXIT GATES. 10'X10' FENCED SECURITY AREA (4 SECURITY STAFF)

(B) = ADMIN/SAFETY ENTER/EXIT GATE. 10' FENCE/GATE
(ENT)

(C) = ADMIN/SAFETY ENTER/EXIT GATE. 16' FENCE/GATE
(ENTERTAINMENT)





REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: May 1, 2019

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY BISBEE VOGUE INC FOR AN EVENT TO BE HELD AT ST. PATRICK'S CHURCH LOCATED AT 100 QUALITY HILL, BISBEE, ARIZONA ON SATURDAY, OCTOBER 19, 2019 FROM 12:00 PM TO 5:00 PM, CYNTHIA CONROY; APPLICANT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Special Event Liquor License Application

PROPOSED MOTION: I move to approve the Special Event Liquor License Application Submitted by Bisbee Vogue Inc. for an Event to be held at St. Patrick's Church Located at 100 Quality Hill, Bisbee Arizona on Saturday, October 19, 2019 from 12:00 pm to 5:00 pm.

DISCUSSION:

Ms. Conroy has requested approval of a Special Event Liquor License Application for an Event at St. Patrick's Church located at 100 Quality Hill, Bisbee, Arizona. The Event will be held on Saturday, October 19, 2019 from 12:00 pm to 5:00 pm. The Event is for the Bisbee 1000 Craft Beer Festival.

Ms. Conroy has indicated that the Arizona Rangers along with trained staff will be on site to handle security.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: David M. Smith
David M. Smith
Mayor



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FOR DLLC USE ONLY

Received Date:
Job #:
CSR:
License #:

APPLICATION FOR SPECIAL EVENT LICENSE
 Fees: \$25.00 per day for 1-10 days (consecutive) Cash Checks or Money Orders Only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.
 The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event.

SECTION 1 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: CONROY CYNTHIA A 4/29/47
Last First Middle Date of Birth
 2. Applicant's mailing address: 608 SHATTUCK ISISBEE AZ 85603
Street City State Zip
 3. Applicant's home/cell phone: (502) 266-0401 Applicant's business phone: () _____
 4. Applicant's email address: BISBEE1000INFO@GMAIL.COM

SECTION 2 Name of Organization, Candidate or Political Party/Gov.: BISBEE VOGUE INC

SECTION 3 Non-Profit/IRS Tax Exempt Number: 860713130

SECTION 4 Event Location: ST. PATRICK'S CATHOLIC CHURCH
 Event Address: 100 QUALITY HILL RD., BISBEE, AZ 85603

SECTION 5 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>10/19/19</u>	<u>SATURDAY</u>	<u>12:00PM</u>	<u>5:00PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 6 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

0 Number of Police 4 Number of Security Personnel Fencing Barriers

Explanation: WE USE ARIZONA RANGERS AND ARMY PERSONEL AND TRAINED STAFF AND MATURE VOLUNTEERS.

SECTION 7 Will this event be held on a currently licensed premise and within the already approved premises? Yes No
(If yes, Local Governing Body Signature not required)

Name of Business

License Number

Phone (include Area Code)

SECTION 8 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- Place license in non-use
 Dispense and serve all spirituous liquors under retailer's license
 Dispense and serve all spirituous liquors under special event
 Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 9 What is the purpose of this event?

- On-site consumption Off-site (auction/wine/distilled spirits pull) Both

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

Yes No (If yes, attach explanation.)

2. How many special event days have been issued to this organization during the calendar year? 1
(The number cannot exceed 10 days per year.)

3. Is the Organization using the services of a Licensed Contractor?

Yes No If yes, please provide the following: Name of Licensed Contractor: _____

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?

Yes No If yes, please provide the following: Name of Licensee _____ License #: _____

5. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name BISBEE VOGUE INC Percentage: 100%

Address P.O. Box 1099, BISBEE, AZ 85603

Name _____ Percentage: _____

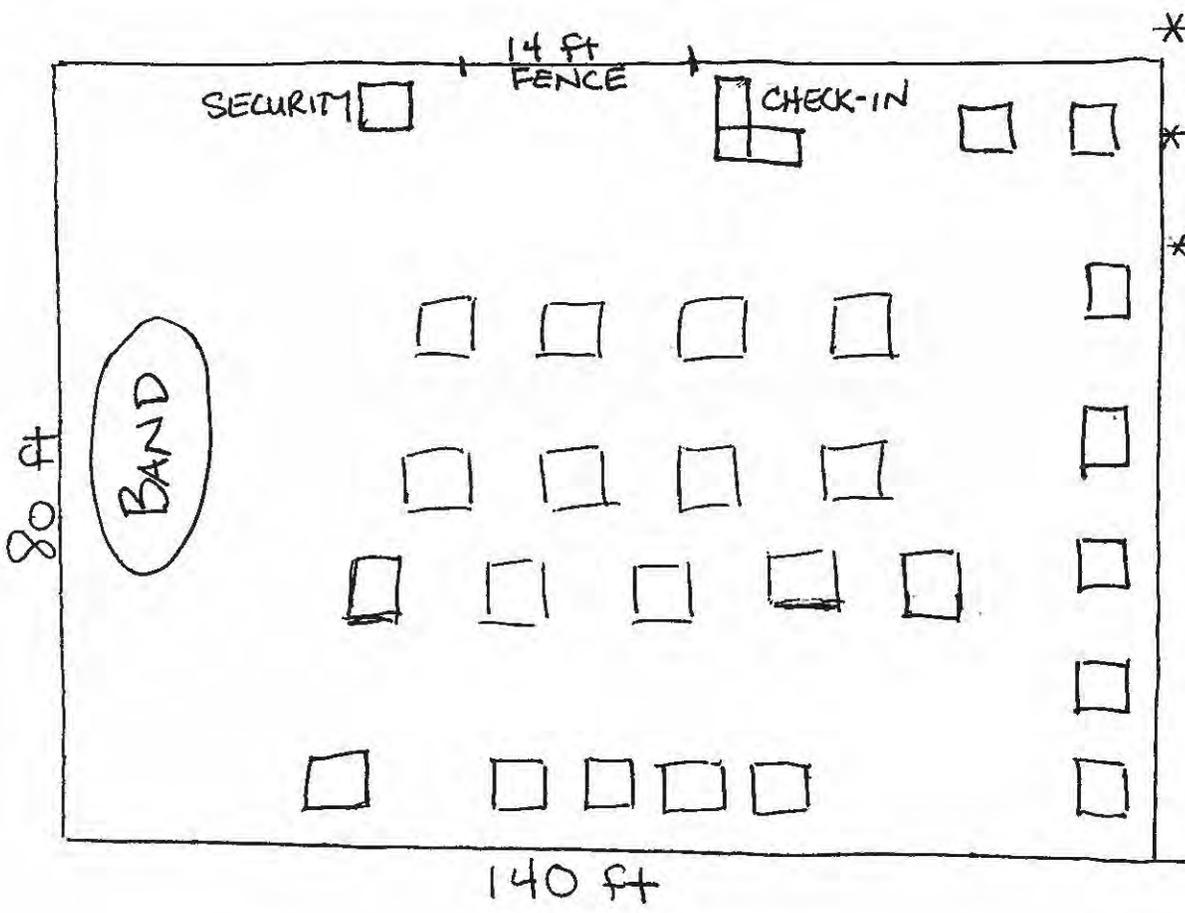
Address _____

Street

City

State

Zip



- * AREA IS ENTIREY FENCEY
- * ALL SQUARES ARE 10ft by 10ft
- * ENTIRE AREA IS A PPROX 80 ft by 140 ft



Please read A.R.S. § 4-203.02 Special event license: rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

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I, (Print Full Name) SYNTHIA A. CONROY hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: *SA Conroy*

LOCAL GOVERNING BOARD

Date Received: 5-1-2019

I, _____ recommend APPROVAL DISAPPROVAL
(Government Official) (Title)

On behalf of _____
(City, Town, County) Signature Date Phone

DLLC USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

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F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7, 2019

Regular Special

DATE ACTION SUBMITTED: <u>April 29, 2019</u>			
REGULAR	<input type="checkbox"/>	CONSENT	<input checked="" type="checkbox"/>
TYPE OF ACTION:			
RESOLUTION	<input type="checkbox"/>	ORDINANCE	<input type="checkbox"/>
		FORMAL ACTION	<input checked="" type="checkbox"/>
		OTHER	<input type="checkbox"/>
SUBJECT: PRESENTATION BY JACOBS ENGINEERING ON THE WASTEWATER TREATMENT PLANT			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Presentation Only

PROPOSED MOTION: Presentation Only

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: David M. Smith
David M. Smith,
Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: May 7th 2019

Regular Special

DATE ACTION SUBMITTED: April 30th 2019

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: **DISCUSSION AND POSSIBLE RECOMMENDATION TO COUNCIL TO MOVE A PORTION OF INSURANCE REIMBURSEMENT FROM THE CITY HALL FIRE TO A COMMITTED FUND BALANCE ACCOUNT LINE IN THE GENERAL FUND.**

FROM: Keri Bagley, Finance Director

RECOMMENDATION: Move portion of insurance reimbursement to committed fund balance.

PROPOSED MOTION: I move to approve the transfer of \$2,000,000 of the insurance reimbursement for the city hall fire from Fund Balance into Committed Fund Balance - City Hall in the General Fund.

DISCUSSION:

After the October 11th 2017 City Hall Fire the City's insurance provider paid out several different sums for reimbursement of losses, as shown on the following attachment. Some of these proceeds have already been spent as noted but the majority is still available to build a new City Hall. Because of concern that these funds are not easily identifiable in the financial statements, finance recommends the remaining funds be moved to a committed fund balance account line in the General Fund. This committed amount will be easily viewable on page 2 of the monthly financial statements in the Fund Equity section and designated as "Committed Fund Balance – City Hall".

FISCAL IMPACT: Not Applicable

DEPARTMENT LINE ITEM ACCOUNT: 10-2935300

BALANCE IN LINE ITEM IF APPROVED: \$2,000,000

Prepared by: Keri Bagley
Keri Bagley,
Finance Director

Reviewed by: Stephen Parken
Stephen Parken,
Interim City Manager

INSURANCE REIMBURSEMENTS		
Date	Description	Amount
11/29/2017	Insurance Reimbursement - City Grand Prix Parked at City Hall	2,202.93
12/21/2017	Payment of Actual Cash Value of Building Repair	1,254,455.00
12/21/2017	Payment of Demolition Bills to Date + \$10,000 Limit for Asbestos	331,070.00
7/17/2018	Insurance Reimbursement - City Jeep Parked at City Hall	6,032.76
7/24/2018	City Hall Contents (coverage limit exhausted)	200,000.00
7/24/2018	Balance of Coverage Limit for Building Damage	587,545.00
7/24/2018	Extra Expense - County Rental Property Nov 2017 - Apr 2018	25,200.00
7/24/2018	City Hall Computers (Inland Marine/EDP Coverage)	45,772.64
7/24/2018	City Hall Debris Removal (exhausts limit)	194,430.00
10/31/2018	Rent Reimb	16,800.00
12/26/2018	Final Rental Reimb	8,000.00
TOTAL RECEIVED:		2,671,508.33
FIRE RELATED EXPENSES		
Department	Description	Amount
10-50-46100	Mayor & Council - Misc. Fire Replacement Expenses	116.77
10-51-46100	City Manager - Misc. Fire Replacement Expenses	333.19
10-52-46100	Finance - Misc. Fire Replacement Expenses	6,376.22
10-53-46100	City Clerk - Misc. Fire Replacement Expenses	1,108.03
10-53-46100	City Clerk - Cubicles, Juvenile Detention Center	4,000.00
10-54-46100	Community Development - Misc. Fire Replacement Expenses	4,125.53
10-55-46100	Admin Gen Govt. - Misc. Fire Replacement Expenses, storage container	17,795.80
10-55-46100	Admin Gen Govt. - Per Diem for DC Restoration Crew	34,464.00
10-56-46100	Personnel - Misc. Fire Replacement Expenses	490.52
10-59-46100	IT - Misc. Fire Replacement Expenses	10,465.75
10-59-46100	IT Support & Equipment Juvenile Detention Center	11,580.70
10-62-46100	Police Department - Misc. Fire Replacement Expenses	161.00
10-64-46100	Fire Department - Misc. Fire Replacement Expenses	1,481.03
10-70-46100	Cemetery - Misc. Fire Replacement Expenses	179.37
10-74-46100	Building Maintenance - Misc Fire Related Expenses	8,847.15
10-74-46100	Building Maintenance - DC Restoration - Asbestos Removal, Demolition Services, Emergency Services, Content Services	372,567.12
10-74-46100	Building Maintenance - Stans Fence - Security Fence City Hall	8,421.60
10-74-46100	Building Maintenance - Engineering/Assess Building	18,429.03
10-74-46100	Building Maintenance - AZ Shoring & Bracing	2,500.00
10-74-46100	Building Maintenance - Rent - Cochise County	63,000.00
10-74-50100	Building Maintenance - Juvenile Detention Center Rehab	30,149.19
10-75-46100	PW Admin - Misc Fire Replacement Expenses	11,229.42
10-79-46100	Building Inspector - Misc Fire Replacement Expenses	132.10
21-40-46100	Streets - Misc Fire Replacement Expenses	927.06
54-40-46100	Waste Water - Misc Fire Replacement Expenses	12,624.11
TOTAL SPENT:		621,504.69
TOTAL REMAINING:		2,050,003.64

Total of \$1,842,000 paid for rebuild of City Hall.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **May 7, 2019**

Regular Special

DATE ACTION SUBMITTED: May 1, 2019

REGULAR **CONSENT**

TYPE OF ACTION:

RESOLUTION **ORDINANCE** **FORMAL ACTION** **OTHER**

SUBJECT: DISCUSSION AND POSSIBLE DIRECTION TO STAFF REGARDING THE HANDS FREE ORDINANCE

FROM: **David M. Smith, Mayor**

RECOMMENDATION: **At Mayor and Council's Discretion**

PROPOSED MOTION: **At Mayor and Council's Discretion**

DISCUSSION:

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: David M. Smith
David M. Smith
Mayor



City Manager's Report
May 7, 2019

1. As I indicated at our budget work sessions, Staff has done some research regarding the historical aspects of our TPT authority. As you know, we collect a total of 3 ½ percent, of which 2% goes to the General Fund, 1% goes to street resurfacing, and ½% goes to the Wastewater Fund. There was some concern expressed by a resident that there should have been a 1% TPT being collected for the benefit of the Wastewater Fund approved by the voters around 1972. The Clerk's office was able to find two ordinances from 1971 and 1973, in which the Council enacted a 2% TPT and other tax regulations, and repealing all previous ordinances. Further, we contacted the Arizona Department of Revenue, who confirmed that these ordinances exist in their records and supplied further historical information going back to 1962. In every case, the TPT enacted by the Council is 2%, all "to be used in defraying the necessary expenses of the city". Therefore, we are confident that the TPT currently collected is being used legally and appropriately, and has been for some time.
2. Related to item 1, the question also arose as to whether the Council had the authority to enact these ordinances without a vote of the people. Until 1988, Bisbee was a statutory city, and had the authority to enact transaction privilege taxes by ordinance without a vote of the people. When the City Charter was adopted in 1988, it provided that all changes in taxes are to be adopted by a vote of the people. Therefore, we must now put tax increases on the ballot in similar fashion to the 1% sales that was enacted in 2014 for street resurfacing.
3. City Manager recruitment. The advertising for the position closed on April 30th. 23 candidates applied. Staff has begun the screening process and will separate the candidates who meet the minimum qualifications from those who don't. However, all of them will be available to the Mayor and Council for review. We have scheduled a special Council meeting for May 14th at 5:30 PM for the purpose of narrowing the candidates to those who you wish to interview. Please take the time to review the resumes at your convenience, but before the May 14th special meeting.
4. The City has a new Public Works Director. He is Jesus Haro, and he started on April 30th. Mr. Haro has experience in public works in Casa Grande and Gila Bend.