

## 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, OCTOBER 16, 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 \_\_\_\_\_ AT \_\_\_\_\_.

### 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

#### **STAFF**

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

- National Business Women's Week

#### **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 Resignation of Noah Suby from the Planning and Zoning Commission.  
Ashlee Coronado, City Clerk
- B. Approval of Park, Facility and Right of Way Use Permit for the Use of Vista Park for a Halloween Base and Movie in the Park on Saturday, October 27, 2018 from 3:00PM to 11:00PM.  
Ashlee Coronado, City Clerk
- C. Approval of a Special Event Liquor License application submitted by the Bisbee Hospital Association for an event to be held at St. Stephen’s Nemanja Church Hall, 216 Park Avenue, Bisbee on Saturday, December 8, 2018 from 4:00PM to 12:00AM; Robert Seamon, Applicant.  
Ashlee Coronado, City Clerk

**OLD BUSINESS**

**NEW BUSINESS**

- 3. Presentation and Discussion on who Local First Arizona is, their work in Bisbee and the recommendations made to Council.  
Rachael Hudson, Outreach
- 4. Discussion and Possible approval of an application to APS for \$5,000 in financial support for the Bisbee Science Lab, a project of the Science Exploration and Research Center, to develop and evaluate through public engagement a series of bi-lingual, science-based exhibits and experiences that will inform exhibit development for a permanent SEaRC. Council approval includes the submission of the application, the acceptance of an award if offered, and the expenditure of funds as defined in the application.  
Melanie Greene, M. Greene Planning & Resource Development
- 5. Discussion and Possible direction of staff regarding the proposed Sewer Rate Plan presented by Dan Jackson, direction to include beginning the administrative and/or legislative process necessary to adopt and implement the plan as proposed.  
Robert Smith, City Manager
- 6. Discussion and Possible Approval of Emergency Rental of a pump from Rain for Rent, for the San Jose Wastewater Treatment Plant, for a total cost of \$11,856.41.  
Dwayne Wallace, Operations Manager
- 7. Discussion and Possible Approval of Engineering Services from the WLB Group for the Channel and Roadway along Tombstone Canyon from Moon Canyon to Star Avenue.  
Dwayne Wallace, Operations Manager
- 8. Discussion and Possible Direction to the City Attorney (and if necessary Arizona Attorney General) to review tapes of Council Meeting of October 2, 2018 Agenda Items 8 and 9 to determine whether there is evidence of nepotism and conflict of interest on the part of Councilperson Cline to financially benefit a family member and the Bisbee Fire Fighters Association Local 2146 of which he is an officer.  
Douglas Dunn, Councilmember Ward II
- 9. Discussion and Possible Approval of Ordinance O-18-09; Authorizing the sale and transfer of City Property located near 429D Laundry Hill.  
Paul Esparza, Planning Manager

10. 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.):

**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 1415 W. Melody Lane. Bldg. G, 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

CITY OF BISBEE  
FINANCE DEPARTMENT

Payment Approval Report - By GL COB  
Report dates: 9/28/2018-10/11/2018

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Oct 11, 2018 08:32AM

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>1318</b>					
<b>GENERAL FUND</b>					
<b>POLICE DEPARTMENT</b>					
<b>10-62-46000 OPERATIONAL EXPENSES</b>					
GENERAL FUND	BISBEE AUTO PARTS	171762	STRAP	06/06/2018	19.21
Total 10-62-46000 OPERATIONAL EXPENSES:					19.21
<b>10-62-61000 VEHICLE PARTS &amp; LABOR</b>					
GENERAL FUND	BISBEE AUTO PARTS	171644	GASKET, MANIFOLD RUNNER CONTROL	06/05/2018	251.01
GENERAL FUND	BISBEE AUTO PARTS	171645	AIR FILTER, OIL FILTER, IGNITION COIL	06/05/2018	60.42
GENERAL FUND	BISBEE AUTO PARTS	171764	BRAKE CLEANER, OIL, OIL FILTER, AIR FILTER	06/06/2018	155.73
Total 10-62-61000 VEHICLE PARTS & LABOR:					467.16
<b>SEWER FUND</b>					
<b>FUND EXPENDITURES</b>					
<b>54-40-46542 LAB SUPPLIES &amp; TESTING</b>					
SEWER FUND	USA BLUEBOOK	456087ADJ	ASTM CLASS 1 CALIBRATION MASS	01/04/2018	75.42
Total 54-40-46542 LAB SUPPLIES & TESTING:					75.42
<b>1018</b>					
<b>GENERAL FUND</b>					
<b>10-1020100 GASOLINE INVENTORY</b>					
GENERAL FUND	SENERGY PETROLEUM	479011	STREETS FUEL/UNLEADED	09/24/2018	4,641.67
Total 10-1020100 GASOLINE INVENTORY:					4,641.67
<b>10-1020200 DIESEL INVENTORY</b>					
GENERAL FUND	SENERGY PETROLEUM	479011	STREETS FUEL/DIESEL	09/24/2018	2,829.80
Total 10-1020200 DIESEL INVENTORY:					2,829.80
<b>10-2020203 DENTAL INSUR PAYABLE</b>					
GENERAL FUND	DELTA DENTAL	651873	DENTAL-OCT 2018	10/01/2018	3,114.72
GENERAL FUND	DELTA DENTAL	651874	COBRA-OCT-2018	10/01/2018	59.60
Total 10-2020203 DENTAL INSUR PAYABLE:					3,174.32
<b>10-2020400 FWT/FICA PAYABLE</b>					
GENERAL FUND	US TREASURY	18-1004	86-6000235-Form 941-3rd Quarter 2018	10/04/2018	308.42
Total 10-2020400 FWT/FICA PAYABLE:					308.42
<b>10-2020802 DEFERRED COMPENSATION PAYABLE</b>					
GENERAL FUND	NATIONWIDE RETIREMENT SO	100118	Deferred Comp - 10/01/18	10/01/2018	3,330.76
Total 10-2020802 DEFERRED COMPENSATION PAYABLE:					3,330.76
<b>10-2020805 DEFERRED COMP PAYABLE ICMA-RC</b>					
GENERAL FUND	VANTAGEPOINT TRANS. AGEN	18-0922	RETIREMENT CONTR. -PLAN # 30-7528-09/22/18	09/22/2018	1,000.00
Total 10-2020805 DEFERRED COMP PAYABLE ICMA-RC:					1,000.00

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>10-2020818 UNION DUES PAYABLE</b>					
GENERAL FUND	AZ COPS	100118*	Union Dues Pol/Fire Pay Period: 10/01/2018	10/01/2018	150.00
GENERAL FUND	BISBEE FIREFIGHTERS LOCAL	100118*	Union Dues-Fire Pay Period: 10/01/2018	10/01/2018	393.77
Total 10-2020818 UNION DUES PAYABLE:					543.77
<b>10-2021001 HEALTH INSURANCE PAYABLE</b>					
GENERAL FUND	UNITEDHEALTHCARE INSURAN	683255524442	HEALTH INSURANCE PREMIUM-OCT 18	10/01/2018	44,429.09
Total 10-2021001 HEALTH INSURANCE PAYABLE:					44,429.09
<b>10-2021002 ADDITIONAL LIFE INSUR PAYABLE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	VOLUNTARY LIFE & AD&D	09/14/2018	448.40
GENERAL FUND	MUTUAL OF OMAHA	783507058	Employer Pd. Life Ins.	09/14/2018	787.50
Total 10-2021002 ADDITIONAL LIFE INSUR PAYABLE:					1,235.90
<b>10-2021005 AFLAC INSURANCE PAYABLE</b>					
GENERAL FUND	AFLAC	033420	AFLAC-AUG 18	09/15/2018	2,108.33
GENERAL FUND	AFLAC	461833	AFLAC-SEPT 18	10/01/2018	1,404.22
Total 10-2021005 AFLAC INSURANCE PAYABLE:					3,510.55
<b>10-2021006 PREPAID LEGAL SVCS PAYABLE</b>					
GENERAL FUND	LEGAL SHIELD	18-0905	LEGAL-September 18	09/05/2018	122.55
GENERAL FUND	LEGAL SHIELD	18-0915	LEGAL-September 18	10/01/2018	85.70
Total 10-2021006 PREPAID LEGAL SVCS PAYABLE:					208.25
<b>10-2021007 VISION CARE INSUR PAYABLE</b>					
GENERAL FUND	VISION SERVICE PLAN	18-1001	VISION CARE OCT 18	10/01/2018	994.08
Total 10-2021007 VISION CARE INSUR PAYABLE:					994.08
<b>10-2021008 HEALTH INSURANCE-COBRA</b>					
GENERAL FUND	UNITEDHEALTHCARE INSURAN	683255524442	HEALTH INSURANCE COBRA-SEPT 18	10/01/2018	497.83
Total 10-2021008 HEALTH INSURANCE-COBRA:					497.83
<b>10-2021500 ST COMPENSATION FUND PAYABLE</b>					
GENERAL FUND	AZ MUNICIPAL RISK RETENTIO	18-1010	WORKERS COMP 3RD QTR 2018	10/10/2018	48,891.00
Total 10-2021500 ST COMPENSATION FUND PAYABLE:					48,891.00
<b>10-2024000 PAYROLL GARNISHMENTS PAYABLE</b>					
GENERAL FUND	NEW MEXICO CHILD SUPPORT	100118*	Support Clearing-Child Support Pay Period: 10/01/201	10/01/2018	200.77
GENERAL FUND	SUPPORT PAYMENT CLEARIN	100118*	Support Clearing-Child Support Pay Period: 10/01/201	10/01/2018	2,276.96
Total 10-2024000 PAYROLL GARNISHMENTS PAYABLE:					2,477.73
<b>CITY MANAGER</b>					
<b>10-51-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-CITY MGR	09/14/2018	22.43
Total 10-51-11501 STANDARD DISABILITY INSURANCE:					22.43

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>FINANCE DEPARTMENT</b>					
<b>10-52-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-FINANCE	09/14/2018	88.52
Total 10-52-11501 STANDARD DISABILITY INSURANCE:					88.52
<b>10-52-13400 EDUCATION &amp; TRAINING</b>					
GENERAL FUND	PUBLIC SAFETY PERSONNEL	18-1003	EVENT FEE/EMPLOYER SEMINAR	10/03/2018	70.00
Total 10-52-13400 EDUCATION & TRAINING:					70.00
<b>10-52-41500 OFFICE SUPPLIES</b>					
GENERAL FUND	OFFICE DEPOT	206927820001	BINDER CLIPS	09/20/2018	15.24
Total 10-52-41500 OFFICE SUPPLIES:					15.24
<b>10-52-43500 POSTAGE &amp; METER TAPES</b>					
GENERAL FUND	POSTMASTER - BISBEE MAIN O	18-1001	MAIL S&G	10/01/2018	813.94
Total 10-52-43500 POSTAGE & METER TAPES:					813.94
<b>CITY CLERK</b>					
<b>10-53-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-CITY CLERK	09/14/2018	32.76
Total 10-53-11501 STANDARD DISABILITY INSURANCE:					32.76
<b>10-53-41500 OFFICE SUPPLIES</b>					
GENERAL FUND	OFFICE DEPOT	206927620001	BOX CD STORAGE, BINDER CLIPS, TONER	09/20/2018	102.55
Total 10-53-41500 OFFICE SUPPLIES:					102.55
<b>COMMUNITY DEVELOPMENT</b>					
<b>10-54-22000 WATER - SHELTER</b>					
GENERAL FUND	AZ WATER COMPANY	03117020951-	WATER/TOUREAVILLE POUND	10/04/2018	108.35
Total 10-54-22000 WATER - SHELTER:					108.35
<b>10-54-22550 SEWER &amp; GARBAGE - SHELTER</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/ANIMAL SHELTER	10/01/2018	57.20
Total 10-54-22550 SEWER & GARBAGE - SHELTER:					57.20
<b>10-54-46541 ECONOMIC DEVELOPMENT</b>					
GENERAL FUND	COCHISE COLLEGE CER	201801003-01	2019 BISBEE ECONOMIC LUNCHEON	10/03/2018	1,000.00
Total 10-54-46541 ECONOMIC DEVELOPMENT:					1,000.00
<b>10-54-46542 ANIMAL SHELTER EXPENSES</b>					
GENERAL FUND	AZ STATE PRISON CMLPX-DOU	D08131201809	DOC LABOR CREW/AS	10/01/2018	28.00
Total 10-54-46542 ANIMAL SHELTER EXPENSES:					28.00
<b>ADMINISTRATION &amp; GENERAL GOV'T</b>					
<b>10-55-24000 TELEPHONE &amp; FAX</b>					
GENERAL FUND	CENTURY LINK QCC	1451171184	LONG DISTANCE ALL DEPTS	09/23/2018	69.12

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-55-24000 TELEPHONE & FAX:					69.12
<b>10-55-24110 RENT/LEASE</b>					
GENERAL FUND	WATAWA, SANDRA GOAR	18-1001	LEASE/PROPERTY TAX GOAR PARK	10/01/2018	839.28
Total 10-55-24110 RENT/LEASE:					839.28
<b>10-55-31000 PROFESSIONAL FEES</b>					
GENERAL FUND	B.A.S.I.C.	13-110990	HRA MONTHLY ADMIN FEE/SEPTEMBER	09/19/2018	297.50
Total 10-55-31000 PROFESSIONAL FEES:					297.50
<b>10-55-41500 OFFICE SUPPLIES</b>					
GENERAL FUND	OFFICE DEPOT	202980684001	PAPER, BATTERIES, SHEET PROTECTORS	09/13/2018	170.15
GENERAL FUND	OFFICE DEPOT	202981229001	USB	09/13/2018	68.41
Total 10-55-41500 OFFICE SUPPLIES:					238.56
<b>PERSONNEL</b>					
<b>10-56-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-PERSONNEL	09/14/2018	22.43
Total 10-56-11501 STANDARD DISABILITY INSURANCE:					22.43
<b>10-56-12500 RECRUITMENT/EMPLOYEE TESTING</b>					
GENERAL FUND	COPPER QUEEN COMM. HOSPI	80003604	PRE-EMPLYMNT	08/17/2018	70.00
Total 10-56-12500 RECRUITMENT/EMPLOYEE TESTING:					70.00
<b>10-56-13500 SUBSCRIPTIONS &amp; DUES</b>					
GENERAL FUND	LEXISNEXIS RISK SOLUTIONS	1622061-2018	AUGUST CHARGES	08/31/2018	54.80
Total 10-56-13500 SUBSCRIPTIONS & DUES:					54.80
<b>10-56-46000 OPERATIONAL EXPENSES</b>					
GENERAL FUND	IPMA-HR	INV-39455-W2	FD WRITTEN TESTS	08/22/2018	97.00
Total 10-56-46000 OPERATIONAL EXPENSES:					97.00
<b>LEGAL SERVICES</b>					
<b>10-57-31100 PROFESSIONAL FEES - LEGAL</b>					
GENERAL FUND	COCHISE COUNTY ATTORNEY	139	IGA-LEGAL FEES	10/01/2018	5,000.00
Total 10-57-31100 PROFESSIONAL FEES - LEGAL:					5,000.00
<b>POLICE DEPARTMENT</b>					
<b>10-62-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-POLICE(SWORN)	09/14/2018	491.45
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-POLICE (NON-SWORN)	09/14/2018	73.16
Total 10-62-11501 STANDARD DISABILITY INSURANCE:					564.61
<b>10-62-11700 WORKERS COMPENSATION</b>					
GENERAL FUND	AZ MUNICIPAL RISK RETENTIO	18-1010	POLICE VLTR	10/10/2018	1,128.00

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>Total 10-62-11700 WORKERS COMPENSATION:</b>					<b>1,128.00</b>
<b>10-62-12300 UNIFORMS &amp; CLOTHING</b>					
GENERAL FUND	GALLS, LLC	10695520	UNIFORMS	09/05/2018	194.35
<b>Total 10-62-12300 UNIFORMS &amp; CLOTHING:</b>					<b>194.35</b>
<b>10-62-13400 EDUCATION &amp; TRAINING</b>					
GENERAL FUND	DIETZLE, PAUL	18-1001	REIMBURSEMENT-REFRESHMENTS/TRAINING	10/01/2018	55.96
GENERAL FUND	ECHAVE, ALBERT	18-1001	REIMBURSE/ MEALS	10/01/2018	82.21
<b>Total 10-62-13400 EDUCATION &amp; TRAINING:</b>					<b>138.17</b>
<b>10-62-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/POLICE	10/01/2018	153.56
<b>Total 10-62-22550 SEWER AND GARBAGE SERV.:</b>					<b>153.56</b>
<b>10-62-23000 GAS</b>					
GENERAL FUND	SOUTHWEST GAS CORPORATI	472015946302	GAS-W. HWY 92-POLICE	10/04/2018	36.40
<b>Total 10-62-23000 GAS:</b>					<b>36.40</b>
<b>10-62-34000 CONTRACT SERVICES</b>					
GENERAL FUND	RICOH USA INC	101112048	COPIER RENT & MAINT/BPD	09/17/2018	188.13
<b>Total 10-62-34000 CONTRACT SERVICES:</b>					<b>188.13</b>
<b>10-62-34100 DOC WORKERS</b>					
GENERAL FUND	AZ STATE PRISON Cmplx-DOU	D08128201809	DOC LABOR CREW/BPD	09/17/2018	12.00
GENERAL FUND	AZ STATE PRISON Cmplx-DOU	D08132201807	DOC LABOR CREW/MILEAGE	08/03/2018	34.36
<b>Total 10-62-34100 DOC WORKERS:</b>					<b>46.36</b>
<b>10-62-41500 OFFICE SUPPLIES</b>					
GENERAL FUND	WIST OFFICE PRODUCTS	1799677	ENVELOPES, FOLDERS	09/20/2018	145.33
<b>Total 10-62-41500 OFFICE SUPPLIES:</b>					<b>145.33</b>
<b>10-62-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
GENERAL FUND	THE ANTENNA FARM	101066	ANTENNAS	09/19/2018	81.75
<b>Total 10-62-45100 DISPOSABLE EQUIP &amp; TOOLS:</b>					<b>81.75</b>
<b>10-62-46000 OPERATIONAL EXPENSES</b>					
GENERAL FUND	ACE HARDWARE	24802	HAND CLEANER	09/19/2018	7.43
GENERAL FUND	ARROWHEAD FORENSICS	79629	TEST KITS	09/12/2018	36.60
GENERAL FUND	B&D LUMBER & HARDWARE	162305	KEYS	09/07/2018	1.52
<b>Total 10-62-46000 OPERATIONAL EXPENSES:</b>					<b>45.55</b>
<b>10-62-46624 MOVING, TOWING, STORAGE EXP</b>					
GENERAL FUND	BARNETT'S TOWING & OXYGE	15914	TOWING SVC/BPD	09/03/2018	95.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15915	TOWING SVC/BPD	09/03/2018	166.25
GENERAL FUND	BARNETT'S TOWING & OXYGE	15917	TOWING SVC/BPD	09/05/2018	150.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15918	TOWING SVC/BPD	09/08/2018	118.75

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND	BARNETT'S TOWING & OXYGE	15922	TOWING SVC/BPD	09/10/2018	95.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15926	TOWING SVC/BPD	09/11/2018	95.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15927	TOWING SVC/BPD	09/12/2018	95.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15928	TOWING SVC/BPD	09/14/2018	95.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15930	TOWING SVC/BPD	09/23/2018	95.00
GENERAL FUND	BARNETT'S TOWING & OXYGE	15934	TOWING SVC/BPD	09/29/2018	95.00
Total 10-62-46624 MOVING, TOWING, STORAGE EXP:					1,100.00
<b>10-62-50100 BLDG REPAIR &amp; MAINT</b>					
GENERAL FUND	ACE HARDWARE	24839	MENDER HOSE	09/24/2018	1.85
GENERAL FUND	B&D LUMBER & HARDWARE	162595	SCREWS	09/20/2018	3.51
GENERAL FUND	FERGUSON ENTERPRISES #10	6765862	PIPE, PIPE INSULATION, PIPE TAPE	09/05/2018	581.69
Total 10-62-50100 BLDG REPAIR & MAINT:					587.05
<b>10-62-61000 VEHICLE PARTS &amp; LABOR</b>					
GENERAL FUND	BISBEE AUTO PARTS	174080	OIL FILTER, AIR FILTER	07/08/2018	15.69
GENERAL FUND	BISBEE AUTO PARTS	175805	HOSE, CLAMP	07/30/2018	25.62
GENERAL FUND	BISBEE AUTO PARTS	175903	AIR FILTER, OIL FILTER, BRAKE PADS, ROTOR	07/31/2018	246.49
GENERAL FUND	BISBEE AUTO PARTS	179757	IGNITION COIL	09/17/2018	43.58
GENERAL FUND	BISBEE AUTO PARTS	179915	WINDOW WASH, OIL FILTER, AIR FILTER	09/19/2018	18.86
GENERAL FUND	BISBEE AUTO PARTS	180272	THIN LINE LED	09/24/2018	8.99
GENERAL FUND	BISBEE AUTO PARTS	180332	IGNITION COIL, BELTS, PULLEY	09/25/2018	171.28
GENERAL FUND	BISBEE AUTO PARTS	180346	CORE DEPOSIT, SWITCH, WIPER MOTOR	09/25/2018	229.95
GENERAL FUND	BISBEE AUTO PARTS	180366	BELT, IDLER PULLEY	09/25/2018	30.36
GENERAL FUND	BISBEE AUTO PARTS	180385	IDLER PULLEY	09/25/2018	17.96
GENERAL FUND	BISBEE AUTO PARTS	180396	BATTERY CABLE LUGS, CLAMPS, RINGS	09/25/2018	56.18
GENERAL FUND	VISTA GLASS, INC	97629	WINDSHIELD	09/12/2018	230.00
Total 10-62-61000 VEHICLE PARTS & LABOR:					1,094.96
<b>FIRE DEPARTMENT</b>					
<b>10-64-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-FIRE	09/14/2018	595.19
Total 10-64-11501 STANDARD DISABILITY INSURANCE:					595.19
<b>10-64-12300 UNIFORMS &amp; CLOTHING</b>					
GENERAL FUND	BRAMEL, THOMAS	18-0809	REIMBURSEMENT-BOOTS	08/09/2018	112.50
GENERAL FUND	CANTU, GUSTAVO	18-0907	REIMBURSEMENT-LIGHT, FLAMEFIGHTER	09/07/2018	128.17
Total 10-64-12300 UNIFORMS & CLOTHING:					240.67
<b>10-64-12500 RECRUITMENT/EMPLOYMENT TESTING</b>					
GENERAL FUND	IPMA-HR	INV-39455-W2	FD WRITTEN TESTS	08/22/2018	160.00
Total 10-64-12500 RECRUITMENT/EMPLOYMENT TESTING:					160.00
<b>10-64-13100 BUSINESS TRAVEL</b>					
GENERAL FUND	BRAMEL, THOMAS	18-0927	REIMBURSEMENT-MEALS - FIRE SCHOOL	09/27/2018	101.26
GENERAL FUND	CANTU, GUSTAVO	18-0927	REIMBURSEMENT-MEALS-FIRE SCHOOL	09/27/2018	104.65
Total 10-64-13100 BUSINESS TRAVEL:					205.91
<b>10-64-13400 EDUCATION &amp; TRAINING</b>					
GENERAL FUND	COCHISE COLLEGE	24294	PMD206, TESTING FEE/FERNANDEZ-DECASTRO	09/19/2018	585.00

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND	COCHISE COLLEGE	24294	LAB FEE, DRUG SCREEN FEE, TESTING FEE/CLIN	09/19/2018	1,345.00
Total 10-64-13400 EDUCATION & TRAINING:					1,930.00
<b>10-64-22000 WATER</b>					
GENERAL FUND	AZ WATER COMPANY	03117013803-	WATER/192 HWY 92 FIRE	10/04/2018	53.73
Total 10-64-22000 WATER:					53.73
<b>10-64-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/FIRE STATION #2	10/01/2018	110.99
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/FIRE STATION #1	10/01/2018	110.99
Total 10-64-22550 SEWER AND GARBAGE SERV.:					221.98
<b>10-64-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
GENERAL FUND	BISBEE AUTO PARTS	179899	QUAD HEAD GAUGE	09/18/2018	102.32
Total 10-64-45100 DISPOSABLE EQUIP & TOOLS:					102.32
<b>10-64-46100 FIRE REPLACEMENT EXPENSE</b>					
GENERAL FUND	L. N. CURTIS & SONS	INV219061	YELNDRUA DJ NYL HOSE X 4	09/21/2018	486.53
Total 10-64-46100 FIRE REPLACEMENT EXPENSE:					486.53
<b>10-64-46641 MEDICAL SUPPLIES</b>					
GENERAL FUND	ARROW INTERNATIONAL	9500538299	IO NEEDLES	09/14/2018	596.81
GENERAL FUND	BARNETT'S TOWING & OXYGE	1817	OXYGEN & TANK RENTAL	09/30/2018	32.99
GENERAL FUND	BOUND TREE MEDICAL, LLC	70268152	CREDIT	09/19/2018	73.30-
GENERAL FUND	BOUND TREE MEDICAL, LLC	82985702	MEDICAL SUPPLIES/BFD	09/18/2018	1,177.45
GENERAL FUND	BOUND TREE MEDICAL, LLC	82987031	MEDICAL SUPPLIES/BFD	09/19/2018	24.34
GENERAL FUND	BOUND TREE MEDICAL, LLC	82989527	MEDICAL SUPPLIES/BFD	09/21/2018	222.53
Total 10-64-46641 MEDICAL SUPPLIES:					1,980.82
<b>10-64-47000 PERMITS &amp; LICENSES</b>					
GENERAL FUND	AZ DEPT OF HEALTH SERVICE	18-1002	RNWL CERTIFICATE OF AMBULANCE MEDIC 821/B	10/02/2018	250.00
Total 10-64-47000 PERMITS & LICENSES:					250.00
<b>10-64-61000 VEHICLE PARTS &amp; LABOR</b>					
GENERAL FUND	BARNETT'S TOWING & OXYGE	15923	TOWING SVC/BFD	09/11/2018	237.50
GENERAL FUND	BISBEE AUTO PARTS	179842	BLISTER PACK, BRAKE CLNR, BRAKE PADS, OIL FI	09/18/2018	83.56
GENERAL FUND	BISBEE AUTO PARTS	180097	BRAKE MASTER CYLINDER, HOSE,	09/21/2018	92.85
GENERAL FUND	BISBEE AUTO PARTS	180122	BLUE DEF	09/21/2018	48.18
GENERAL FUND	BISBEE AUTO PARTS	180775	ANTIFREEZE	10/01/2018	20.19
Total 10-64-61000 VEHICLE PARTS & LABOR:					482.28
<b>CITY MAGISTRATE</b>					
<b>10-68-31000 PROFESSIONAL FEES</b>					
GENERAL FUND	AMBROSE, ADAM	93	CONTRACT SERVICES	10/01/2018	500.00
GENERAL FUND	AMBROSE, ADAM	94	CONTRACT SERVICES	10/15/2018	500.00
Total 10-68-31000 PROFESSIONAL FEES:					1,000.00

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>CEMETERY</b>					
<b>10-70-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/CEMETARY	10/01/2018	57.20
Total 10-70-22550 SEWER AND GARBAGE SERV.:					57.20
<b>BUILDING &amp; MAINTENANCE</b>					
<b>10-74-34000 CONTRACT SERVICES</b>					
GENERAL FUND	CULLIGAN OF TUCSON	112X37047602	DRINKING WATER/PO	09/30/2018	5.98
Total 10-74-34000 CONTRACT SERVICES:					5.98
<b>PUBLIC WORKS ADMINISTRATION</b>					
<b>10-75-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-PW ADMIN	09/14/2018	26.20
Total 10-75-11501 STANDARD DISABILITY INSURANCE:					26.20
<b>10-75-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/PUBLIC WORKS	10/01/2018	87.43
Total 10-75-22550 SEWER AND GARBAGE SERV.:					87.43
<b>10-75-41500 OFFICE SUPPLIES</b>					
GENERAL FUND	OFFICE DEPOT	206459796001	VLM BRSTL BLUE	09/20/2018	27.24
GENERAL FUND	OFFICE DEPOT	206459972001	FILE VERTICAL, CD HOLDER, CARDHOLDER	09/20/2018	37.50
GENERAL FUND	OFFICE DEPOT	207291736001	PAPER	09/21/2018	57.58
GENERAL FUND	OFFICE DEPOT	207300575001	MAGNETIC CHALKBOARD	09/21/2018	30.92
Total 10-75-41500 OFFICE SUPPLIES:					153.24
<b>10-75-42050 NON CAP ADMIN EQUIP/FURN</b>					
GENERAL FUND	OFFICE DEPOT	206459971001	PRINTER	09/19/2018	160.72
Total 10-75-42050 NON CAP ADMIN EQUIP/FURN:					160.72
<b>10-75-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
GENERAL FUND	B&D LUMBER & HARDWARE	162725	TAPE RULE, STAPLE GUN	09/26/2018	56.35
Total 10-75-45100 DISPOSABLE EQUIP & TOOLS:					56.35
<b>10-75-46000 OPERATIONAL EXPENSES</b>					
GENERAL FUND	DUCHON, DANIEL	18-0907	REIMBURSEMENT- EMPLOYEE PLAQUES, CERTIFI	09/07/2018	37.98
Total 10-75-46000 OPERATIONAL EXPENSES:					37.98
<b>GARAGE</b>					
<b>10-77-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-GARAGE	09/14/2018	39.14
Total 10-77-11501 STANDARD DISABILITY INSURANCE:					39.14
<b>10-77-12300 UNIFORMS &amp; CLOTHING</b>					
GENERAL FUND	BORBON, FLAVIO	18-0929	REIMBURSEMENT-BOOTS	09/29/2018	100.00
Total 10-77-12300 UNIFORMS & CLOTHING:					100.00

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>10-77-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/GARAGE	10/01/2018	99.77
Total 10-77-22550 SEWER AND GARBAGE SERV.:					99.77
<b>10-77-23000 GAS</b>					
GENERAL FUND	SOUTHWEST GAS CORPORATI	472100101800	GAS-GARAGE	10/04/2018	49.37
Total 10-77-23000 GAS:					49.37
<b>10-77-34000 CONTRACT SERVICES</b>					
GENERAL FUND	CULLIGAN OF TUCSON	112X37031705	DRINKING WATER/GARAGE	09/30/2018	227.52
GENERAL FUND	UNIFIRST CORPORATION	3100919960	UNIFORMS/GAR	09/12/2018	17.91
GENERAL FUND	UNIFIRST CORPORATION	3100921161	UNIFORMS/GAR	09/19/2018	17.91
GENERAL FUND	UNIFIRST CORPORATION	3100922392	UNIFORMS/GAR	09/26/2018	17.91
Total 10-77-34000 CONTRACT SERVICES:					281.25
<b>BUILDING INSPECTOR</b>					
<b>10-79-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-BLDG INSPECTOR	09/14/2018	22.43
Total 10-79-11501 STANDARD DISABILITY INSURANCE:					22.43
<b>10-79-41500 OFFICE SUPPLIES</b>					
GENERAL FUND	WARD, JOE	18-0702	PROTECTION PLAN	07/02/2018	14.29
Total 10-79-41500 OFFICE SUPPLIES:					14.29
<b>10-79-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
GENERAL FUND	B&D LUMBER & HARDWARE	162767	LEVEL	09/27/2018	10.95
Total 10-79-45100 DISPOSABLE EQUIP & TOOLS:					10.95
<b>10-79-46000 OPERATIONAL EXPENSES</b>					
GENERAL FUND	WARD, JOE	18-0702	DIGITAL CAMERA	07/02/2018	136.00
Total 10-79-46000 OPERATIONAL EXPENSES:					136.00
<b>10-79-46100 FIRE REPLACEMENT EXPENSE</b>					
GENERAL FUND	B&D LUMBER & HARDWARE	162767	TAPE MEASURE	09/27/2018	6.33
Total 10-79-46100 FIRE REPLACEMENT EXPENSE:					6.33
<b>PARKS</b>					
<b>10-80-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-PARKS	09/14/2018	30.55
Total 10-80-11501 STANDARD DISABILITY INSURANCE:					30.55
<b>10-80-22000 WATER</b>					
GENERAL FUND	AZ WATER COMPANY	03117017901-	WATER/TIN TOWN PARK	10/04/2018	25.14
GENERAL FUND	AZ WATER COMPANY	03117047651-	WATER/GALENA PARK	10/04/2018	25.14
Total 10-80-22000 WATER:					50.28

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>10-80-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/GARFIELD PARK	10/01/2018	20.40
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/VISTA PARK	10/01/2018	57.20
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/POOL	10/01/2018	68.00
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/MAIN STREET PARK	10/01/2018	68.00
Total 10-80-22550 SEWER AND GARBAGE SERV.:					213.60
<b>10-80-34000 CONTRACT SERVICES</b>					
GENERAL FUND	UNIFIRST CORPORATION	3100919961	UNIFORMS/PARKS	09/12/2018	17.22
GENERAL FUND	UNIFIRST CORPORATION	3100921162	UNIFORMS/PARKS	09/19/2018	17.22
GENERAL FUND	UNIFIRST CORPORATION	3100922393	UNIFORMS/PARKS	09/26/2018	17.22
Total 10-80-34000 CONTRACT SERVICES:					51.66
<b>10-80-34100 DOC WORKERS</b>					
GENERAL FUND	AZ STATE PRISON CMLPX-DOU	D08132201809	DOC LABOR CREW/PKS	10/01/2018	280.00
Total 10-80-34100 DOC WORKERS:					280.00
<b>10-80-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
GENERAL FUND	ACE HARDWARE	24844	GARDEN CLAW, RAKE	09/24/2018	51.21
GENERAL FUND	ACE HARDWARE	24915	HAND CULTIVATOR, WEEDER W/ HANDLE	10/02/2018	22.33
GENERAL FUND	B&D LUMBER & HARDWARE	162760	PRUNER, SLEEVE, PRUNER	09/27/2018	247.43
GENERAL FUND	B&D LUMBER & HARDWARE	162798	PRUNING SAW, GLOVES, HOE	09/28/2018	150.91
Total 10-80-45100 DISPOSABLE EQUIP & TOOLS:					471.88
<b>10-80-46801 REC PROGRAMS/SPECIAL EVENTS</b>					
GENERAL FUND	VALDEZ, LORENA	18-1001	REIMBURSE FOR FESTIVAL OF LIGHTS	10/01/2018	20.82
Total 10-80-46801 REC PROGRAMS/SPECIAL EVENTS:					20.82
<b>10-80-46802 LANDSCAPING MATERIALS</b>					
GENERAL FUND	SIMPSON NORTON CORPORAT	1537111-00	CONVERSION ASSY PC, RISERLESS BODY	09/17/2018	677.12
Total 10-80-46802 LANDSCAPING MATERIALS:					677.12
<b>10-80-55000 EQUIPMENT REPAIR &amp; MAINT</b>					
GENERAL FUND	B&D LUMBER & HARDWARE	162761	LABOR SHAFT, AUTOCUT, SPOOL	09/27/2018	53.45
Total 10-80-55000 EQUIPMENT REPAIR & MAINT:					53.45
<b>LIBRARY</b>					
<b>10-83-11501 STANDARD DISABILITY INSURANCE</b>					
GENERAL FUND	MUTUAL OF OMAHA	783507058	STD/LTD-LIBRARY	09/14/2018	35.32
Total 10-83-11501 STANDARD DISABILITY INSURANCE:					35.32
<b>10-83-11700 WORKERS COMPENSATION</b>					
GENERAL FUND	AZ MUNICIPAL RISK RETENTIO	18-1010	LIBRARY VLNTR	10/10/2018	217.00
Total 10-83-11700 WORKERS COMPENSATION:					217.00
<b>10-83-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/LIBRARY	10/01/2018	110.99

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-83-22550 SEWER AND GARBAGE SERV.:					110.99
<b>SENIOR CITIZENS CENTER</b>					
<b>10-85-22000 WATER</b>					
GENERAL FUND	AZ WATER COMPANY	03117021951-	WATER/COLLINS RD - SC	10/04/2018	76.22
Total 10-85-22000 WATER:					76.22
<b>10-85-22550 SEWER AND GARBAGE SERV.</b>					
GENERAL FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/SENIOR CENTER	10/01/2018	68.00
Total 10-85-22550 SEWER AND GARBAGE SERV.:					68.00
<b>10-85-34085 COORDINATOR CONTRIBUTIONS</b>					
GENERAL FUND	BISBEE SENIOR ASSOCIATION	77	MONTHLY CONTRIBUTION	10/01/2018	616.63
Total 10-85-34085 COORDINATOR CONTRIBUTIONS:					616.63
<b>10-85-34100 DOC WORKERS</b>					
GENERAL FUND	AZ STATE PRISON CMLPX-DOU	D08130201809	DOC LABOR CREW/SC	10/01/2018	32.00
Total 10-85-34100 DOC WORKERS:					32.00
<b>GENERAL GOVERNMENT GRANTS</b>					
<b>GRANT EXP - GENERAL GOVT</b>					
<b>11-40-22522 TINTOWN PAVING &amp; IMPR PHASE 1</b>					
GENERAL GOVERNMENT GRANTS	SOUDER, MILLER & ASSOC	972607908	CDBG GRANT/DRAINAGE AND ROAD DESIGN, O	09/19/2018	2,900.00
Total 11-40-22522 TINTOWN PAVING & IMPR PHASE 1:					2,900.00
<b>TRANSIENT ROOM TAX</b>					
<b>FUND EXPENDITURES</b>					
<b>20-40-11501 STANDARD DISABILITY INSURANCE</b>					
TRANSIENT ROOM TAX	MUTUAL OF OMAHA	783507058	STD/LTD-VISITOR CENTER	09/14/2018	17.59
Total 20-40-11501 STANDARD DISABILITY INSURANCE:					17.59
<b>20-40-11700 WORKERS COMPENSATION</b>					
TRANSIENT ROOM TAX	AZ MUNICIPAL RISK RETENTIO	18-1010	VISITOR CTR VLNTR	10/10/2018	17.00
Total 20-40-11700 WORKERS COMPENSATION:					17.00
<b>20-40-34000 CONTRACT SERVICES</b>					
TRANSIENT ROOM TAX	BISBEE MINING & HISTORICAL	10/1/2018	SHARED EMPLOYEE	10/01/2018	1,077.57
Total 20-40-34000 CONTRACT SERVICES:					1,077.57
<b>20-40-42040 ADVERTISING</b>					
TRANSIENT ROOM TAX	MADDEN MEDIA	201710712	TUCSON GUIDE/AD	09/07/2018	3,460.00
Total 20-40-42040 ADVERTISING:					3,460.00
<b>20-40-42041 ADVERTISING-OVERNIGHT DEST</b>					
TRANSIENT ROOM TAX	KVOA COMMUNICATIONS, INC.	18-0925	COMMERCIAL PROMOTING/AD	09/25/2018	500.00

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 20-40-42041 ADVERTISING-OVERNIGHT DEST:					500.00
<b>STREETS</b>					
<b>FUND EXPENDITURES</b>					
<b>21-40-11501 STANDARD DISABILITY INSURANCE</b>					
STREETS	MUTUAL OF OMAHA	783507058	STD/LTD-STREET O&M	09/14/2018	44.86
Total 21-40-11501 STANDARD DISABILITY INSURANCE:					44.86
<b>21-40-21000 ELECTRIC</b>					
STREETS	AZ PUBLIC SERVICE (2 of 3)	1032111000-0	AZ STREET ST. LIGHTS	10/04/2018	4,962.90
Total 21-40-21000 ELECTRIC:					4,962.90
<b>21-40-23000 GAS</b>					
STREETS	SOUTHWEST GAS CORPORATI	472100101800	GAS-STREETS	10/04/2018	24.69
Total 21-40-23000 GAS:					24.69
<b>21-40-34000 CONTRACT SERVICES</b>					
STREETS	UNIFIRST CORPORATION	3100919953	UNIFORMS/STR	09/12/2018	29.28
STREETS	UNIFIRST CORPORATION	3100921153	UNIFORMS/STR	09/19/2018	29.28
STREETS	UNIFIRST CORPORATION	3100922385	UNIFORMS/STR	09/26/2018	120.98
Total 21-40-34000 CONTRACT SERVICES:					179.54
<b>21-40-34100 DOC WORKERS</b>					
STREETS	AZ STATE PRISON CMLPX-DOU	D08116201809	DOC LABOR CREW/STR	10/01/2018	160.00
Total 21-40-34100 DOC WORKERS:					160.00
<b>21-40-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
STREETS	B&D LUMBER & HARDWARE	162755	PLIERS	09/27/2018	17.05
STREETS	B&D LUMBER & HARDWARE	162771	DRILL, DRIVER SET	09/27/2018	31.70
STREETS	B&D LUMBER & HARDWARE	162773	BIT SET	09/27/2018	36.08
Total 21-40-45100 DISPOSABLE EQUIP & TOOLS:					84.83
<b>21-40-45200 SAFETY EQUIP &amp; SUPPLIES</b>					
STREETS	B&D LUMBER & HARDWARE	162868	RESPIRATOR	10/02/2018	6.14
Total 21-40-45200 SAFETY EQUIP & SUPPLIES:					6.14
<b>21-40-46000 OPERATIONAL EXPENSES</b>					
STREETS	ACE HARDWARE	24850	CREDIT	09/25/2018	26.05-
STREETS	ACE HARDWARE	24851	PUSHBROOM, PAIL LID, CONTAINER	09/25/2018	73.55
STREETS	ACE HARDWARE	24871	TABLE SAW	09/26/2018	547.99
STREETS	ACE HARDWARE	24883	FASTENERS, SHOWER LINER, TORNADO EXT	09/27/2018	43.75
STREETS	B&D LUMBER & HARDWARE	162885	ROCKTITE CEMENT	09/24/2018	38.08
STREETS	B&D LUMBER & HARDWARE	162717	PREMIX CONCRETE	09/25/2018	16.26
STREETS	B&D LUMBER & HARDWARE	162738	HX TAP BOLT	09/26/2018	23.40
STREETS	B&D LUMBER & HARDWARE	162741	POWERADE	09/26/2018	18.68
STREETS	B&D LUMBER & HARDWARE	162748	SHOWER LINER CURTAIN, LUMBER	09/26/2018	81.90
STREETS	B&D LUMBER & HARDWARE	162754	FIRRING STRIPS, STAPLES	09/27/2018	65.51
STREETS	B&D LUMBER & HARDWARE	162759	STAPLES, LUMBER	09/27/2018	41.82
STREETS	B&D LUMBER & HARDWARE	162778	FIRRING STRIPS	09/27/2018	15.41

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
STREETS	B&D LUMBER & HARDWARE	162781	100 MINI LIGHTS	09/27/2018	4.87
STREETS	B&D LUMBER & HARDWARE	162788	SCREEN	09/28/2018	11.50
STREETS	B&D LUMBER & HARDWARE	162796	DC SCR N DR PULL, CD GATE HK & EYE	09/28/2018	3.50
STREETS	B&D LUMBER & HARDWARE	162810	WOOD CUTTER OIL	09/28/2018	11.83
STREETS	B&D LUMBER & HARDWARE	162815	CREDIT	09/28/2018	8.09-
STREETS	B&D LUMBER & HARDWARE	162830	PACKING TAPE, CORD	10/01/2018	26.14
STREETS	B&D LUMBER & HARDWARE	162832	CREDIT	10/01/2018	26.33-
<b>Total 21-40-46000 OPERATIONAL EXPENSES:</b>					<b>961.72</b>
<b>21-40-46211 STREET REPAIR MATERIAL</b>					
STREETS	EADS CONSTRUCTION	6735	CONCRETE	10/03/2018	225.98
<b>Total 21-40-46211 STREET REPAIR MATERIAL:</b>					<b>225.98</b>
<b>AIRPORT FUND</b>					
<b>FUND EXPENDITURES</b>					
<b>50-40-21000 ELECTRIC</b>					
AIRPORT FUND	AZ PUBLIC SERVICE (2 of 3)	9662440000-1	ELEC-AIRPORT	10/04/2018	263.95
<b>Total 50-40-21000 ELECTRIC:</b>					<b>263.95</b>
<b>50-40-22550 SEWER AND GARBAGE SERV.</b>					
AIRPORT FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/AIRPORT	10/01/2018	22.43
<b>Total 50-40-22550 SEWER AND GARBAGE SERV.:</b>					<b>22.43</b>
<b>50-40-23000 GAS</b>					
AIRPORT FUND	SOUTHWEST GAS CORPORATI	472016093602	GAS-AIRPORT RD	10/04/2018	42.94
<b>Total 50-40-23000 GAS:</b>					<b>42.94</b>
<b>SEWER FUND</b>					
<b>54-1019900 CLEARING ACCT--SEWER/TRASH A/R</b>					
SEWER FUND	CAROLINE VERDUGO	18-1004	OVERPAYMENT ON SEWER & GARBAGE	10/04/2018	33.07
SEWER FUND	ERIC SCHOLZ	18-1003	OVERPAYMENT ON SEWER & GARBAGE	10/03/2018	68.00
<b>Total 54-1019900 CLEARING ACCT--SEWER/TRASH A/R:</b>					<b>101.07</b>
<b>FUND EXPENDITURES</b>					
<b>54-40-11501 STANDARD DISABILITY INSURANCE</b>					
SEWER FUND	MUTUAL OF OMAHA	783507058	STD/LTD-SEWER	09/14/2018	44.86
<b>Total 54-40-11501 STANDARD DISABILITY INSURANCE:</b>					<b>44.86</b>
<b>54-40-21000 ELECTRIC</b>					
SEWER FUND	AZ PUBLIC SERVICE (2 of 3)	1002920000-0	ELEC- 940 W. PURDY LN.	10/04/2018	3,918.61
<b>Total 54-40-21000 ELECTRIC:</b>					<b>3,918.61</b>
<b>54-40-22000 WATER</b>					
SEWER FUND	AZ WATER COMPANY	03117016701-	WATER/320 TERAN	10/04/2018	25.14
<b>Total 54-40-22000 WATER:</b>					<b>25.14</b>

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>54-40-34000 CONTRACT SERVICES</b>					
SEWER FUND	RAIN FOR RENT TUCSON	1253889	PUMP IND, SPILGUARD ECONT, ADAPT COUPLER	09/13/2018	11,856.41
SEWER FUND	UNIFIRST CORPORATION	3100919750	UNIFORMS/WW	09/12/2018	189.84
SEWER FUND	UNIFIRST CORPORATION	3100919751	UNIFORMS/WW	09/12/2018	23.44
SEWER FUND	UNIFIRST CORPORATION	3100919954	UNIFORMS/WW	09/12/2018	64.86
SEWER FUND	UNIFIRST CORPORATION	3100919955	UNIFORMS/WW	09/12/2018	32.11
SEWER FUND	UNIFIRST CORPORATION	3100921154	UNIFORMS/WW	09/19/2018	99.78
SEWER FUND	UNIFIRST CORPORATION	3100921155	UNIFORMS/WW	09/19/2018	32.11
SEWER FUND	UNIFIRST CORPORATION	3100922386	UNIFORMS/WW	09/26/2018	28.99
SEWER FUND	UNIFIRST CORPORATION	3100922387	UNIFORMS/WW	09/26/2018	32.11
Total 54-40-34000 CONTRACT SERVICES:					12,359.65
<b>54-40-41500 OFFICE SUPPLIES</b>					
SEWER FUND	BISBEE OFFICE SUPPLY	112563	PENCILS, CALCULATOR, HP 902 COMBO	08/14/2018	47.23
Total 54-40-41500 OFFICE SUPPLIES:					47.23
<b>54-40-42050 NON CAP ADMIN EQUIP/FURN</b>					
SEWER FUND	B&D LUMBER & HARDWARE	162923	TRIMMER, OIL	10/03/2018	384.63
Total 54-40-42050 NON CAP ADMIN EQUIP/FURN:					384.63
<b>54-40-45100 DISPOSABLE EQUIP &amp; TOOLS</b>					
SEWER FUND	ACE HARDWARE	24884	HOLE SAW KIT	09/27/2018	74.52
SEWER FUND	B&D LUMBER & HARDWARE	162709	WAX EXT KIT, PLIERS, WRENCH	09/25/2018	34.46
SEWER FUND	B&D LUMBER & HARDWARE	162736	PAIL, SCRAPER BLADES, KNEELING MAT	09/26/2018	49.02
SEWER FUND	B&D LUMBER & HARDWARE	162783	PLIERS, PHIL PANCAKE SDS	09/27/2018	26.30
SEWER FUND	BISBEE AUTO PARTS	180947	SCREWDRIVER, TOWELS	10/02/2018	38.88
Total 54-40-45100 DISPOSABLE EQUIP & TOOLS:					223.18
<b>54-40-46000 OPERATIONAL EXPENSES</b>					
SEWER FUND	ACE HARDWARE	24842	LED ACE, PINE SOL, DAWN	09/24/2018	26.03
SEWER FUND	ACE HARDWARE	24867	BROOM, DUSTPAN, NOZZLE, FASTENERS	09/26/2018	63.98
SEWER FUND	ACE HARDWARE	24909	MASKING PAPER, TAPE, MINING WEDGE	10/02/2018	32.63
SEWER FUND	ACE HARDWARE	24913	FILM POLY CLR	10/02/2018	402.31
SEWER FUND	ACE HARDWARE	24918	PAPER TOWEL, BRAKE SPRING, BRACE, GLOVE	10/03/2018	76.39
SEWER FUND	B&D LUMBER & HARDWARE	162675	WASP KILLER, MAKING PAINT	09/24/2018	16.71
SEWER FUND	B&D LUMBER & HARDWARE	162889	PAINT	10/02/2018	11.68
SEWER FUND	B&D LUMBER & HARDWARE	162902	PIPE INSULATION, TRASH BAGS, PIPE TAPE	10/02/2018	33.49
SEWER FUND	B&D LUMBER & HARDWARE	162906	MASKING TAPE, PAPER, INSECT REPEL	10/02/2018	19.97
SEWER FUND	BISBEE AUTO PARTS	180865	DEGREASER, TOWELS	10/02/2018	9.74
Total 54-40-46000 OPERATIONAL EXPENSES:					692.93
<b>54-40-46542 LAB SUPPLIES &amp; TESTING</b>					
SEWER FUND	HACH COMPANY	11140695	RGT SET, TNT AMVER LR	09/18/2018	261.23
SEWER FUND	LEGEND TECHNICAL SERVICE	1814420	TESTING FEES	09/27/2018	152.00
SEWER FUND	LEGEND TECHNICAL SERVICE	1814687	TESTING FEES	09/30/2018	197.00
SEWER FUND	LEGEND TECHNICAL SERVICE	1814691	TESTING FEES	09/30/2018	45.00
Total 54-40-46542 LAB SUPPLIES & TESTING:					655.23
<b>54-40-46543 MANHOLE, PIPE &amp; FITTINGS</b>					
SEWER FUND	B&D LUMBER & HARDWARE	162790	ABS COUP, ABS ELBOW, WYE, TEE, CLEAN O	09/28/2018	108.98
SEWER FUND	B&D LUMBER & HARDWARE	162791	DWV CC ABSD PIPE, ABS DRAIN	09/28/2018	17.83

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>Total 54-40-46543 MANHOLE, PIPE &amp; FITTINGS:</b>					<b>126.81</b>
<b>54-40-46544 SLUDGE REMOVAL</b>					
SEWER FUND	WASTE DISPOSAL, LLC.	138246	SLUDGE REMOVAL	09/05/2018	1,200.00
<b>Total 54-40-46544 SLUDGE REMOVAL:</b>					<b>1,200.00</b>
<b>54-40-55000 EQUIPMENT REPAIR &amp; MAINT</b>					
SEWER FUND	THE SOLAR STORE	2018 2243	KJK LABOR INSPECTION OF INVERTER	09/27/2018	301.00
SEWER FUND	THE SOLAR STORE	2018 2244	SR LABOR, SERVICE REPLACED ABB INVERT	09/27/2018	86.00
<b>Total 54-40-55000 EQUIPMENT REPAIR &amp; MAINT:</b>					<b>387.00</b>
<b>54-40-61000 VEHICLE PARTS &amp; LABOR</b>					
SEWER FUND	BISBEE AUTO PARTS	180312	12P OFSER, FITTINGS, ECTLIFE GAL	09/24/2018	53.43
SEWER FUND	BISBEE AUTO PARTS	180313	METAL	09/24/2018	19.73
SEWER FUND	BISBEE AUTO PARTS	180429	OIL STAB, HP GEAR OIL, VACUUM TUBING	09/26/2018	72.68
SEWER FUND	BISBEE AUTO PARTS	180768	EXTLIFE GAL, FIBERLOCK HGSK REPAIR	10/01/2018	58.56
<b>Total 54-40-61000 VEHICLE PARTS &amp; LABOR:</b>					<b>204.40</b>
<b>SANITATION FUND FUND EXPENDITURES</b>					
<b>56-40-11501 STANDARD DISABILITY INSURANCE</b>					
SANITATION FUND	MUTUAL OF OMAHA	783507058	STD/LTD-SANITATION	09/14/2018	159.56
<b>Total 56-40-11501 STANDARD DISABILITY INSURANCE:</b>					<b>159.56</b>
<b>56-40-23000 GAS</b>					
SANITATION FUND	SOUTHWEST GAS CORPORATI	472100101800	GAS-SANITATION	10/04/2018	24.69
<b>Total 56-40-23000 GAS:</b>					<b>24.69</b>
<b>56-40-34000 CONTRACT SERVICES</b>					
SANITATION FUND	UNIFIRST CORPORATION	3100919962	UNIFORMS/SAN	09/12/2018	97.51
SANITATION FUND	UNIFIRST CORPORATION	3100921163	UNIFORMS/SAN	09/19/2018	54.79
SANITATION FUND	UNIFIRST CORPORATION	3100922394	UNIFORMS/SAN	09/26/2018	54.79
<b>Total 56-40-34000 CONTRACT SERVICES:</b>					<b>207.09</b>
<b>56-40-34100 DOC WORKERS</b>					
SANITATION FUND	AZ STATE PRISON CMLPX-DOU	D08133201809	DOC LABOR CREW/SAN	10/01/2018	12.00
<b>Total 56-40-34100 DOC WORKERS:</b>					<b>12.00</b>
<b>56-40-46562 RECYCLING PROGRAM</b>					
SANITATION FUND	AZ STATE PRISON CMLPX-DOU	D08127201809	DOC LABOR CREW/REC	10/01/2018	52.00
<b>Total 56-40-46562 RECYCLING PROGRAM:</b>					<b>52.00</b>
<b>56-40-61000 VEHICLE PARTS &amp; LABOR</b>					
SANITATION FUND	BISBEE AUTO PARTS	180406	ADAPTER, BRAKE LINE, BRAKLEEN	09/25/2018	35.36
<b>Total 56-40-61000 VEHICLE PARTS &amp; LABOR:</b>					<b>35.36</b>

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>QUEEN MINE FUND</b>					
<b>FUND EXPENDITURES</b>					
<b>59-40-11501 STANDARD DISABILITY INSURANCE</b>					
QUEEN MINE FUND	MUTUAL OF OMAHA	783507058	STD/LTD-QUEEN MINE	09/14/2018	89.68
Total 59-40-11501 STANDARD DISABILITY INSURANCE:					89.68
<b>59-40-22550 SEWER AND GARBAGE SERV.</b>					
QUEEN MINE FUND	BISBEE PUBLIC WORKS	18-1001	UTILITIES/QUEEN MINE	10/01/2018	401.97
Total 59-40-22550 SEWER AND GARBAGE SERV.:					401.97
<b>59-40-42040 ADVERTISING</b>					
QUEEN MINE FUND	ARIZONA KEY MAGAZINE	2018-1705	ADVERTISING	09/13/2018	302.38
Total 59-40-42040 ADVERTISING:					302.38
<b>59-40-46000 OPERATIONAL EXPENSES</b>					
QUEEN MINE FUND	ACE HARDWARE	24817	FOLDING TABLE, DROP CLOTH	09/20/2018	45.45
Total 59-40-46000 OPERATIONAL EXPENSES:					45.45
<b>59-40-55100 REPAIR &amp; MAINT - OTHER</b>					
QUEEN MINE FUND	ACE HARDWARE	24710	HARDBOARD	09/12/2018	9.31
QUEEN MINE FUND	ACE HARDWARE	24712	LUMBER	09/12/2018	1,019.25
QUEEN MINE FUND	ACE HARDWARE	24789	FLY SWATTER, EXTENSION CORD	09/18/2018	21.01
QUEEN MINE FUND	ACE HARDWARE	24796	SPRAY PAINT, CONCRETE MIX	09/19/2018	27.78
QUEEN MINE FUND	ACE HARDWARE	24810	HARDBOARD	09/20/2018	9.31
Total 59-40-55100 REPAIR & MAINT - OTHER:					1,086.66
<b>MISC. GRANTS</b>					
<b>FUND EXPENDITURES</b>					
<b>78-40-23113 SCIENCE CENTER GRANT</b>					
MISC. GRANTS	LETSON PARTNERS, LLC.	2018-1009	Lease & 1/3 Deposit Oct 2018	10/09/2018	1,333.00
Total 78-40-23113 SCIENCE CENTER GRANT:					1,333.00
Grand Totals:					184,299.16

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Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: October 16, 2018

Regular     Special

<b>DATE ACTION SUBMITTED:</b> <u>October 9, 2018</u>			
<b>REGULAR</b> <input type="checkbox"/>	<b>CONSENT</b> <input checked="" type="checkbox"/>		
<b>TYPE OF ACTION:</b>			
<b>RESOLUTION</b> <input type="checkbox"/>	<b>ORDINANCE</b> <input type="checkbox"/>	<b>FORMAL ACTION</b> <input checked="" type="checkbox"/>	<b>OTHER</b> <input type="checkbox"/>
<b>SUBJECT: APPROVAL OF THE RESIGNATION OF NOAH SUBY FROM THE PLANNING AND ZONING COMMISSION</b>			

**FROM:** Ashlee Coronado, City Clerk

**RECOMMENDATION:** Approve

**PROPOSED MOTION:** I move to approve the resignation of Noah Suby from the Planning and Zoning Commission.

**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

## Nina Williams

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**From:** Esparza, Paul <PEsparza@cochise.az.gov>  
**Sent:** Tuesday, October 09, 2018 2:24 PM  
**To:** Nina Williams  
**Cc:** Joe Ward  
**Subject:** FW: P and Z resignation

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Nina,  
I not sure I forwarded this to you.  
Paul

**From:** Noah Suby [REDACTED]  
**Sent:** Sunday, September 30, 2018 9:32 PM  
**To:** Esparza, Paul <PEsparza@cochise.az.gov>; Judy Anderson [REDACTED] Mark Apel [REDACTED]  
**Subject:** P and Z resignation

Dear Paul and Fellow Commissioners,  
I am stepping down from my position on the P and Z committee. My business and home life continues to get busier by the day and I cannot seem to keep up with everything. I apologize for leaving mid term and will do my best to guide someone competent towards the board. I thank you all for the immense service you do for the community and wish you all the best.

thanks, Noah Suby

Noah Suby  
[REDACTED]  
Bisbee, AZ 85603  
[REDACTED]  
[REDACTED]



**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: October 16, 2018**

Regular    Special

<b>DATE ACTION SUBMITTED:</b> <u>October 9, 2018</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
<b>TYPE OF ACTION:</b>	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
<b>SUBJECT: APPROVAL OF THE PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE USE OF VISTA PARK FOR A HALLOWEEN BASH AND MOVIE IN THE PARK ON SATURDAY, OCTOBER 27, 2018 FROM 3:00PM TO 11:00PM.</b>	

**FROM:**        Ashlee Coronado, City Clerk

**RECOMMENDATION:**        Recommend Approval

**PROPOSED MOTION:**        I move to approve the Park, Facility, and Right-of-Way Use Permit for the use of Vista Park for a Halloween Bash and Movie in the Park on Saturday, October 27, 2018 from 3:00PM to 11:00PM. .

**DISCUSSION:**

Ms. Coronado is requesting permission to use Vista Park for a Halloween Bash and Movie in the Park on Saturday, October 27, 2018 from 3:00pm to 11:00pm.

The Boys & Girls Club of Bisbee, City of Bisbee and Pioneer Title Agency will be hosting a Children’s Community Halloween Party. The Party will be held at the Vista Park, streets will be closed off for safety and lots of fun!

Staff has reviewed the Permit and recommends approval.

There will be no fees for this permit – City Event.

**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: Robert E. Smith  
Robert E. Smith,  
City Manager

**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](http://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](mailto:lvaldez@cityofbisbee.com)

**APPLICANT INFORMATION**

1. Applicant Name: Date: Ashlee Coronado Date: 10-9-18

2. Organization Name: City of Bisbee

3. Mailing Address: \_\_\_\_\_

Phone #: 520-432-6012 Contact name and phone # during event \_\_\_\_\_

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).

Halloween Bash and Movie in the park

5. Approximate Number of Participants and/or Spectators: \_\_\_\_\_

6. Requested Location of Event: Vista Park

7. Date(s) of Event: Saturday, October 27, 2018

8. Hours of Event: 4pm to 10pm

9. Hours of Reservation (with set-up and breakdown) 3pm to 11pm

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): \_\_\_\_\_

\$ \_\_\_\_\_ 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.

*Request Waiver of fees - City Event*

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

Ashlee Coronado  
Signature of Applicant/Authorized Party

10-9-2018  
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) Halloween Bash <sup>Money in the Park</sup> event the period from (date & time) Oct 27<sup>th</sup> 3pm to Oct 27<sup>th</sup> 11pm, the permittee Ashlee Coronado 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.

Ashlee Coronado

Signature of Permittee or Authorized Representative

Ashlee Coronado

Print Name

10-9-17

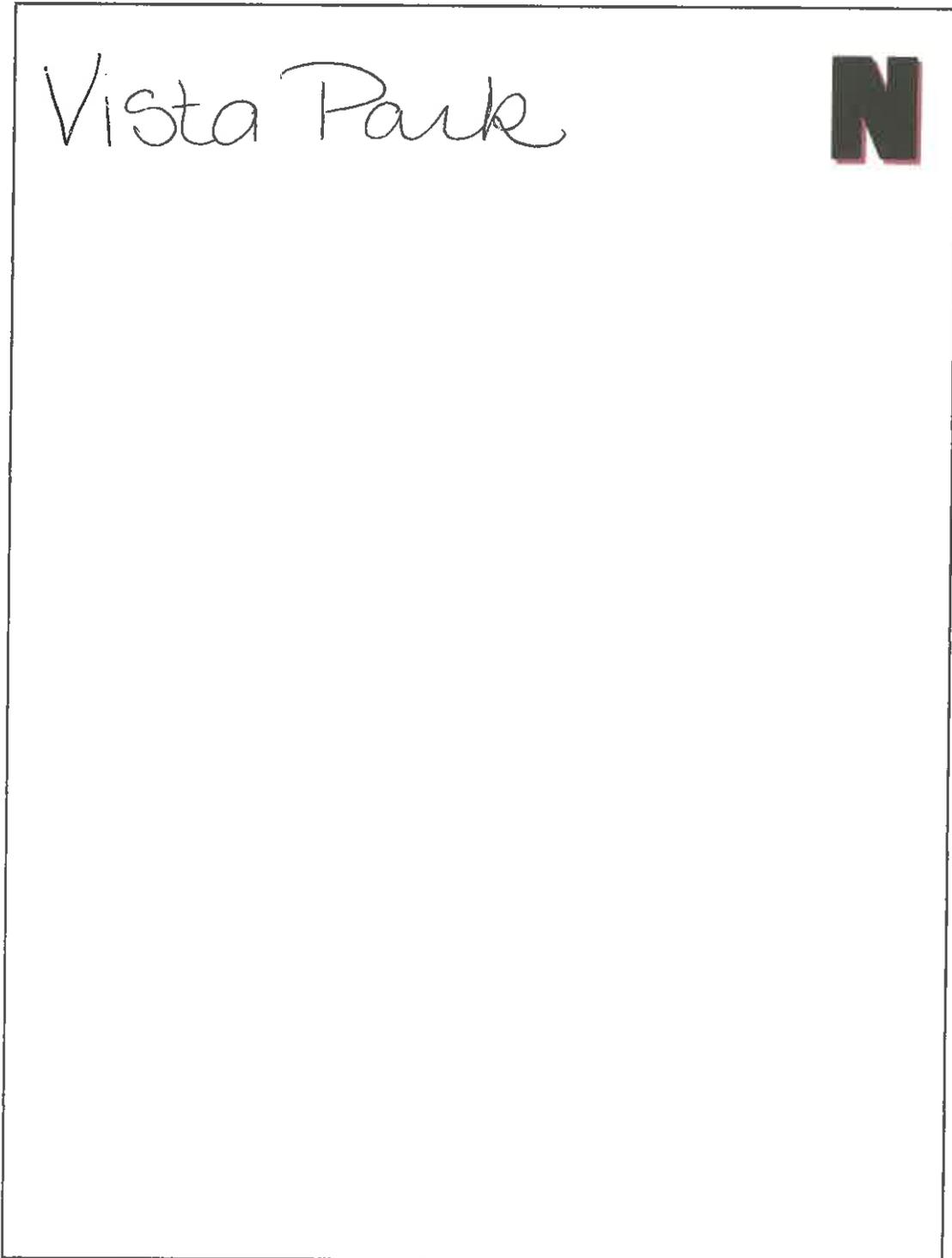
Date

<b>COUNCIL ACTION:</b>	
Recommended to:	Approve: _____ Deny: _____
With conditions as noted:	
Mayor's Signature:	Date:

**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.





**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: October 16, 2018**

Regular    Special

**DATE ACTION SUBMITTED:** October 9, 2018

REGULAR                   CONSENT

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

**SUBJECT:** **APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY THE BISBEE HOSPITAL ASSOCIATION FOR AN EVENT TO BE HELD AT ST. STEPHEN'S NEMANJA CHURCH HALL, 216 PARK AVENUE, BISBEE, AZ ON SATURDAY, DECEMBER 8, 2018 FROM 4:00PM TO MIDNIGHT; ROBERT SEAMON, APPLICANT**

**FROM:**            Ashlee Coronado, City Clerk

**RECOMMENDATION:**            Approve the Special Event Liquor License Application

**PROPOSED MOTION:**            I move to approve the Special Event License application submitted by the Bisbee Hospital Association for event to be held at the St. Stephen's Nemanja Church Hall, 216 Park Avenue, Bisbee, AZ on Saturday, December 8, 2018 from 4:00PM to Midnight.

**DISCUSSION:**

Mr. Seamon has requested approval of a Special Event Liquor License Application for the Bisbee Hospital Association for an Event to be held at the St. Stephen's Nemanja Church Hall, 216 Park Avenue, Bisbee, AZ on Saturday, December 8, 2018 from 4:00pm to Midnight.

Mr. Seamon has indicated that the event is held inside a hall which has an outside fence around the perimeter of the property. AZ Rangers will be stationed at the entrance/ exit to make sure no alcohol is taken outside the hall.

**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



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: Seamon Robert 10/03/1970  
Last First Middle Date of Birth

2. Applicant's mailing address: 101 Cole Ave Bisbee AZ 85603  
Street City State Zip

3. Applicant's home/cell phone: (585) 851-9311 Applicant's business phone: (520) 432-6400  
Street City State Zip

4. Applicant's email address: erodriguez@cqch.org

**SECTION 2** Name of Organization, Candidate or Political Party/Gov.: Bisbee Hospital Association

Name of Licensed Contractor (if any): \_\_\_\_\_

**SECTION 3** Non-Profit/IRS Tax Exempt Number: 86-0334996

**SECTION 4** Event Location: St. Stephen Nemanja Church Hall

Event Address: 216 Park 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>December 8, 2018</u>	<u>Saturday</u>	<u>4pm</u>	<u>12am</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 2 Number of Security Personnel  Fencing  Barriers

Explanation: Event is held inside a hall which has an outside fence around the perimeter of the property. AZ Rangers will be stationed at the entrance/exits to make sure no alcohol is taken outside the hall.

**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 or other person to manage the sale or service of alcohol?

Yes  No (If yes, must be a licensed contractor or licensee of series 6, 7, 11, or 12)

4. 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 Hospital Association Percentage: 100%

Address 101 Cole Ave, 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.



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.

**NOTARY**

I, (Print Full Name) Robert Seamon, hereby declare that I am the APPLICANT, I have read this document and verify the contents and all statements are true, correct and complete to the best of my knowledge.

X (Signature) [Handwritten Signature] Applicant Signature

State of Arizona County of Cochise  
the foregoing instrument was acknowledged before me this

3rd of October 2018  
Day Month Year

My commission expires on: 5/11/21

ELYSE RODRIGUEZ  
Notary Public - Arizona  
Cochise County  
My Comm. Expires May 11, 2021

[Handwritten Signature] Signature of NOTARY PUBLIC

**LOCAL GOVERNING BOARD**

Date Received: 10-9-18

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 12-820.0

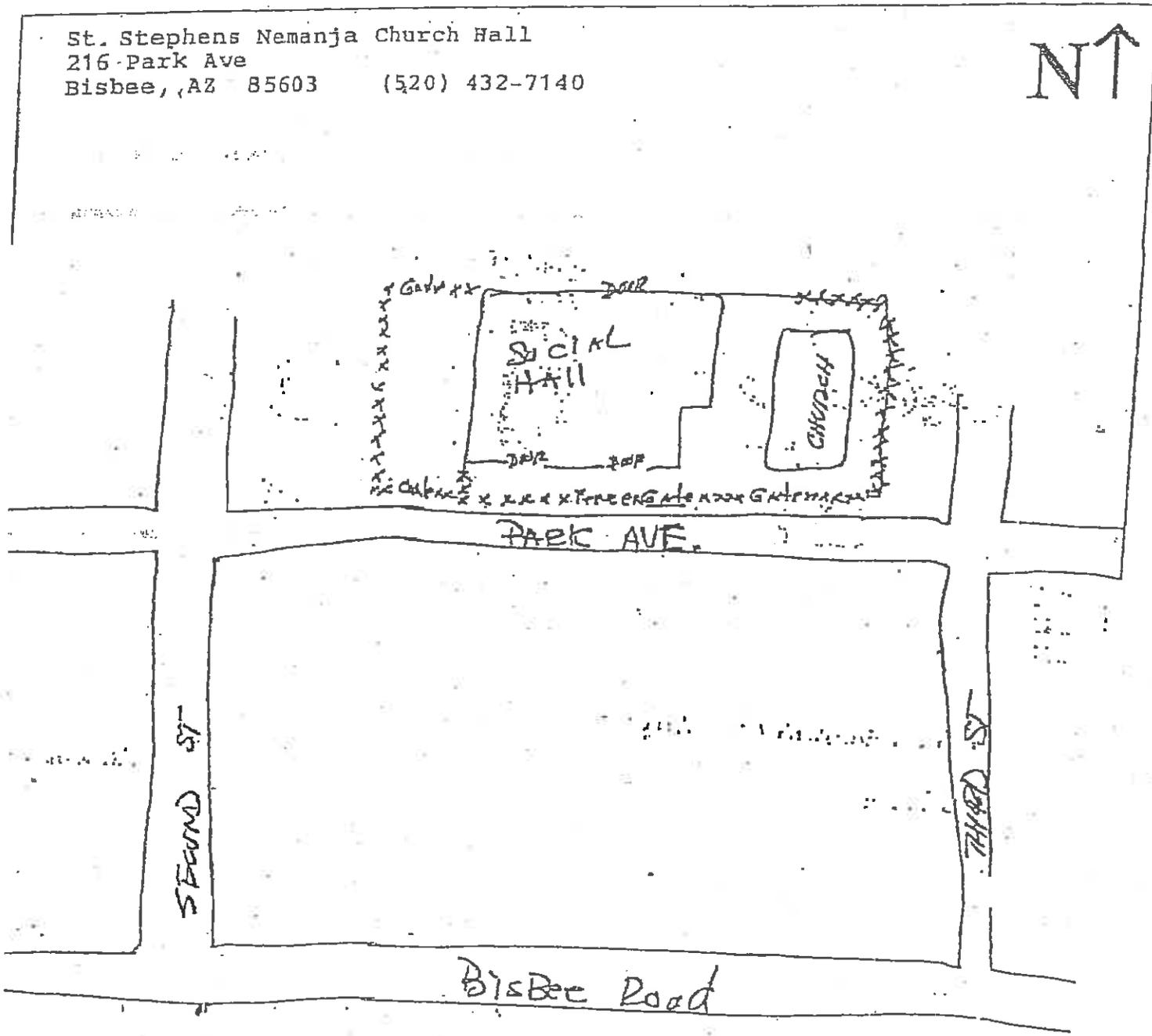
SPECIAL EVENT LICENSED PREMISES DIAGRAM

(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.

St. Stephens Nemanja Church Hall  
216 Park Ave  
Bisbee, AZ 85603 (520) 432-7140



KITCHEN

REST ROOM

STORAGE

BAR ROOM

UTILITY ROOM

FOOD PREPARATION ROOM

LADIES ROOM

HALLWAY

MEN'S ROOM

MAIN HALL

LOUNGE

LOUNGE ENTRANCE

HALL ENTRANCE

MAIN GATE



**REQUEST FOR MAYOR & COUNCIL ACTION**

**Session of: October 16, 2018**

Regular    Special

**DATE ACTION SUBMITTED:** October 3, 2018

**REGULAR**                       **CONSENT**

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

**SUBJECT: PRESENTATION AND DISCUSSION ON WHO LOCAL FIRST ARIZONA IS, THEIR WORK IN BISBEE AND THE RECOMMENDATIONS MADE TO COUNCIL**

**FROM:**            **Rachael Hudson, Outreach Coordinator Local First Arizona**

**RECOMMENDATION:**            **N/A**

**PROPOSED MOTION:**            **N/A**

**DISCUSSION:**

**FISCAL IMPACT:**            **N/A**

**DEPARTMENT LINE ITEM ACCOUNT:**            **N/A**

**BALANCE IN LINE ITEM IF APPROVED:**            **N/A**

**Prepared by:**   
**Rachael Hudson,**  
**Outreach Coordinator**  
**Local First Arizona**

**Reviewed by:**   
**Ashlee Coronado,**  
**City Clerk**



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of:

Regular    Special

**DATE ACTION SUBMITTED:** October 10, 2018

**REGULAR**                       **CONSENT**

**TYPE OF ACTION:**

**RESOLUTION**                       **ORDINANCE**                       **FORMAL ACTION**                       **OTHER**

**SUBJECT:** Discussion and Possible approval of an application to APS for \$5,000 in financial support for the Bisbee Science Lab, a project of the Science Exploration and Research Center, to develop and evaluate through public engagement a series of bi-lingual, science-based exhibits and experiences that will inform exhibit development for a permanent SEaRC. Council approval includes the submission of the application, the acceptance of an award if offered, and the expenditure of funds as defined in the application.

**FROM:**            Melanie Greene, M. Greene Planning & Resource Development

**RECOMMENDATION:**            Approve application

**PROPOSED MOTION:**            I move to approve an application to APS Community Giving program in the amount of \$5,000; the acceptance of award if offered; and expenditure of funds awarded in support of the Bisbee Science Lab, a project of the Science Exploration and Research Center.

**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

# CITIES/TOWNS /GOVERNMENTAL AGENCIES APPLICATION

## Organization Information

### \* Please Note \*

**APS Corporate Giving supports one request per organization per calendar year. Please include all funding opportunities for the next 12 months.**

**Applications that do not have appropriate documentation attached will not be reviewed. You cannot submit the application now and send the attachments later, but you may click the "Save and Finish Later" button to complete your application at a later time.**

Organization Contact Information				
Organization Name Name as listed in the IRS database. City of Bisbee				
Mailing Address	City	State	Zip Code	
1415 Melody Lane Bldg. G	Bisbee	AZ	85603	
Organization Location Using the legend below, please select the geographic region in which your organization is located. SE Division				
<p><b>Metro-Phoenix ALL: Includes Metro Phoenix, NE, NW, SE, SW</b>  <b>Metro-Phoenix: Phoenix, Central Phoenix, Camelback Corridor</b>  <b>Metro-Phoenix NE: Carefree, Cave Creek, Paradise Valley, Scottsdale</b>  <b>Metro-Phoenix NW: Avondale, Glendale, Goodyear, Luke Air Force Base, Peoria, Sun City, Sun City West, Surprise, Wickenburg, Yarnell</b>  <b>Metro Phoenix SE: Chandler, Gilbert, Tempe</b>  <b>Metro-Phoenix SW: Bouse, Brenda, Buckeye, Cibola, El Mirage, Ehrenberg, Harcuvar, Hope, Gila Bend, Litchfield Park, Parker, Quartzite, Tolleson, Tonopah, Vicksburg, Wenden, Youngtown</b>  <b>NE Division: Ash Fork, Cameron, Flagstaff, Grand Canyon, Joseph City, Happy Jack, Holbrook, Payson, Pine, Seligman, Show Low, Snowflake, Star Valley, Strawberry, Taylor, Tuba City, Tusayan, Young, Williams, Winslow</b>  <b>NW Division: Bagdad, Camp Verde, Chino Valley, Clarkdale, Congress, Cordes, Cornville, Cottonwood, Dewey-Humboldt, Jerome, Lake Montezuma, Mayer, McGuireville, Paulden, Prescott, Prescott Valley, Sedona, Spring Valley, Village of Oak Creek, Yavapai-Apache Nation, Yavapai-Prescott Tribe</b>  <b>SE Divison: Arizona City, Bisbee, Casa Grande, Coolidge, Douglas, Eloy, Florence, Globe, Hayden, Hereford, Kearny, Miami, Mobile, Palominas, Picacho Peak, Red Rock, San Manuel, Superior, Tombstone, Winkelman</b>  <b>SW Division: Ajo, Dateland, Hyder, San Luis, Somerton, Yuma</b></p>				
Office Phone				

Including area code  
520-432-6000

Organization's Web Address  
bisbeeaz.gov

### Specific Organization Information

#### Organization Type

From the following list, please select the option that best describes your organization.

Economic Development

#### Organization's Programs and Services Provided

Provide a brief description of your organization's programs and services including the number of individuals served.

For the purposes of this application, the City acts as a catalyst for economic development including technical assistance, policy development, program support, and project development.

Describe the unique services your organization provides to avoid duplicative programs and services within your community.

The City's role as a local form of government supports efforts in the community but does not compete with private efforts. As a partner for this project, the City's role is to generate resources unavailable to other community entities.

#### Geographic Area Served

Please list the area your project will support (legend provided below).

Southeast Division

**Metro-Phoenix ALL: Includes Metro Phoenix, NE, NW, SE, SW**

**Metro-Phoenix: Phoenix, Central Phoenix, Camelback Corridor**

**Metro-Phoenix NE: Carefree, Cave Creek, Paradise Valley, Scottsdale**

**Metro-Phoenix NW: Avondale, Glendale, Goodyear, Luke Air Force Base, Peoria, Sun City, Sun City West, Surprise, Wickenburg, Yarnell**

**Metro Phoenix SE: Chandler, Gilbert, Tempe**

**Metro-Phoenix SW: Buckeye, El Mirage, Ehrenberg, Gila Bend, Litchfield Park, Parker, Quartzite, Tolleson, Tonopah, Youngtown**

**NE Division: Flagstaff, Grand Canyon, Holbrook, Payson, Show Low, Snowflake, Star Valley, Taylor, Tuba City, Williams, Winslow**

**NW Division: Bagdad, Camp Verde, Chino Valley, Clarkdale, Congress, Cordes, Cornville, Cottonwood, Dewey-Humboldt, Jerome, Lake Montezuma, Mayer, McGuireville, Paulden, Prescott, Prescott Valley, Sedona, Spring Valley, Village of Oak Creek, Yavapai-Apache Nation, Yavapai-Prescott Tribe**

**SE Division: Arizona City, Bisbee, Casa Grande, Coolidge, Douglas, Eloy, Florence, Globe, Hayden, Hereford, Kearny, Miami, Mobile, Palominas, Picacho Peak, Red Rock, San Manuel, Superior, Tombstone, Winkelman**

**SW Division: Ajo, Bouse, Brenda, Cibola, Dateland, Harcuvar, Hope, Hyder, Salome, San Luis, Somerton, Yuma, Vicksburg, Wenden**

### Contact Information

Executive Director/President/CEO

Prefix	First Name	Last Name	
Mr.	David	Smith	
Title			
Mayor			
E-mail	Office Phone	Extension	
dsmith@bisbeeaz.gov	520-432-6000		

Primary Contact for this Request			
Check here if contact is the same as Executive Director/CEO/President.			
No			
Prefix	First Name	Last Name	
Ms.	Melanie	Greene	
Title			
consultant			
E-mail Address	Office Phone	Extension	
melanie@mgreenepd.com	520-255-3274		

### Request Information

Do you have a local APS contact who referred you to this website?  
Please type name below if applicable.  
Richard Rosales and Matthew Riesgo

Request Information
Request Amount
Total amount requested.
5000
Title of Request
Brief description (Limit 50 words)
Bisbee Science Lab - a design/research station supporting the development of a permanent Science Center in Bisbee as part of an economic development project. The Science Lab will gather and evaluate data on public response to exhibits and experiences.
Summary of Request
Provide a description of the comprehensive request for support from APS.
This application requests funding for exploring and testing the development of appropriate informal science experiences in rural, bi-national communities on the border. This project brings science to the people by sponsoring short-term experimental programming that enables the public to respond to a variety of sciences, dynamic and static presentation models, and methodologies that promote informal science learning. Funds will be used to design, develop, build, acquire, or purchase bi-lingual exhibits of various types with a focus on local and regional science research and other STEM experiences from the area. Outcomes will inform the design of a meaningful, fully utilized,

permanent research and science exploration center which will become an economic driver for the community.

Event Date

If applicable, list date in format MM\DDYY.

10/1/2018 to 9/30/2019

Please indicate the population served by the proposed program/project. If requesting support for a fundraising event, please select the population that will be served by the funds raised from the event.

Select up to two.

General Public

What is the target age group for the proposed program/project?

Select up to three.

All Ages

What gender will the proposed program/project serve?

All Genders

What ethnicity will the proposed program/project serve?

Select up to three.

All Ethnicities

In-Kind Request

If applicable, please list all in-kind requests and quantities for printing, trash boxes, videos and giveaways.

This project provides substantial in-kind contributions of labor and services. The City will provide \$6,500 in marketing and financial services. The University of Arizona South will provide \$24,895 in exhibit developer support, and M. Greene PRD will provide \$24,000 in project management labor.

Sustainability of Program

If you are requesting support of a program or project, please describe the expected outcomes and how you will measure success.

As part of a formal design phase for a larger economic development effort, this project will provide the initial evidence needed to outline a programmatic framework for the Bisbee Science Exploration and Research Center (BSEaRC), a proposed permanent center serving the region's teachers, students, residents, and visitors in Bisbee, Arizona. The purpose of the Bisbee Science Lab is to conduct research on how the general public best responds to STEM-based programming.

Performance Measures will include the number of persons who participate, the number of exhibits presented, the number of lectures and community talks presented, and the volume of data collected. Outcomes are expected to include data that supports which programs and exhibit types promote interest and engagement among the public and how this information can be utilized in the design phase of the permanent facility.

Provide a description of sponsorship levels and recognition for the level of contribution for which your organization is requesting funding.

APS can expect to be recognized in all materials associated with the project as well as mention in public and social media, and at the ribbon cutting and opening events.

### Volunteer Information

APS Employee Volunteerism

List any APS employees who serve on your Board of Directors.

If none, enter N/A.

Richard Rosales - Partner Member for this project.

List any APS employees who volunteer with your organization.

If none, enter N/A.

N/A

Are there volunteer opportunities available for APS employees with this program?

Yes

**Volunteer Opportunities**

List volunteer opportunities to engage APS employees.

Exhibit Development

Marketing

Facilities redevelopment and

Event Planning

**Volunteer Coordinator Contact Information**

Please include name, phone number and email address.

Melanie Greene, 520-255-3274 melanie@mgreeneprd.com



**REQUEST FOR MAYOR & COUNCIL ACTION**

**Session of: October 16, 2018**

Regular     Special

**DATE ACTION SUBMITTED:** October 4, 2018

**REGULAR**             **CONSENT**

**TYPE OF ACTION:**

**RESOLUTION**     **ORDINANCE**     **FORMAL ACTION**     **OTHER**

**SUBJECT: DISCUSSION AND POSSIBLE DIRECTION TO STAFF REGARDING THE PROPOSED SEWER RATE PLAN PRESENTED BY DAN JACKSON, DIRECTION TO INCLUDE BEGINNING THE ADMINISTRATIVE AND/OR LEGISLATIVE PROCESS NECESSARY TO ADOPT AND IMPLEMENT THE PLAN AS PROPOSED.**

**FROM:**            **Robert E. Smith, City Manager**

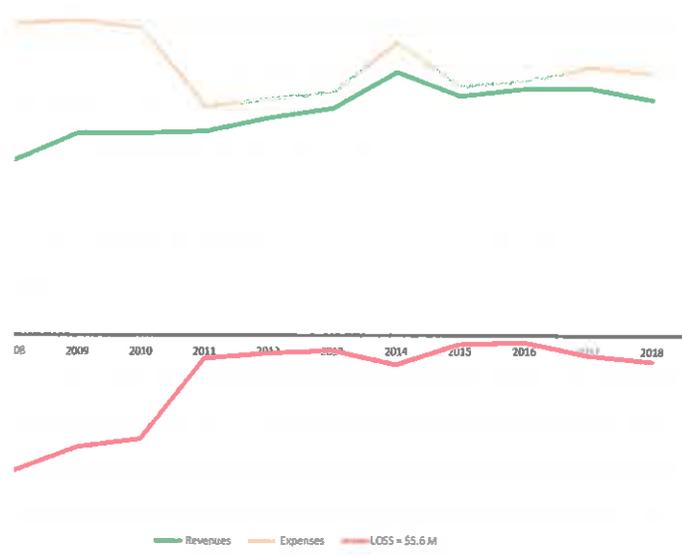
**RECOMMENDATION:**            **Direction to Staff**

**PROPOSED MOTION:**            **I move that the City of Bisbee City Council accept the proposed sewer rate plan presented by Mr. Jackson, and direct staff to begin the administrative and/or legislative process necessary to effect adoption and implementation of the plan as proposed.**

**DISCUSSION:**

The City has struggled with sewer services, appropriate financing for same, and appropriate user rates for over a decade. Across the last 11 years, the sewer service has operated at a loss of over \$5.45M, stripping much needed resources from other city funds and compromising city services to the community.

WWTP Operations – 11 Years Activity



A combination of factors contributed to these losses: (1) an unreasonably short term on the wastewater loan (20 years) which resulted in an accelerated payment schedule and abnormally high loan payments, (2) no effective pursuit of past due fees and collections efforts, and (3) no professional rate analysis to set fees over the time period (10 years) accurately.

The last rate increase of 6% was established by



Council in 2013, without professional analysis. At the time Councilman Budge indicated "...that the reason the rates go up is to service the loan..."

Pending the recent recession, and the failure of anticipated growth to appear in the area, financial circumstances have necessitated restructuring of the debt used to create the plant and collection system, because that debt was structured on the assumption of significant population and user increases year over year.

Changes to the financing of the sewer system must be evaluated in the rate analysis, because it affects the annual cost of the system and its operation -- which is paid for through user rates. Further, the user base for the system, the actual collections of fees, and possible effect of the amnesty program and newly initiated formal debt collections service need to be evaluated, to determine if rates for customers are appropriately set.

The objective of this work, was to evaluate the financial performance of the sewer system as an enterprise, and to incorporate the new debt structure into that evaluation, while determining appropriate user fees for services across the next 10 years. Willdan has created a rate schedule for the next decade that can be maintained over time by the City, and which would eliminate surprises or significant, abrupt changes in fees.

Willdan Financial Services was introduced to the Council in February 2018, to begin the discussion regarding the need to evaluate and create a stable, long term rate schedule for sewer plant fees (see attachments). In June 2018, Council directed Willdan to do this work and create a 10 year fee schedule for consideration. Now, in August, the work is ready for Council review and consideration.

This item, as well as the debt restructuring of the sewer plant loans via Stifel (which was introduced to Council in early January 2018 and concluded in June 2018) was necessary to professionally consider all relevant factors and create accurate and appropriate fees for waste water services. The City has not experienced a rate increase at the sewer plant in 5 years, and financial performance of the enterprise has demonstrated that the past rates were not sufficient to offset operational costs and loan payments as they previously stood. Now, with a new debt structure and professional analysis of the enterprises' finances, staff hopes to bring a long term, stable rate schedule to our sewer users that eliminates surprises or abrupt, significant increases in sewer rates.

As one of several respondents to the City's RFP for services in March 2018, Willdan presented the most competitive and responsive proposal, at a price of \$19,000 for the work. This price translates into a \$0.05 cost to each sewer user per month for the 10 year span of the proposed rate schedule.

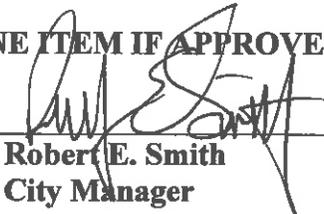
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**FISCAL IMPACT:**

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared by:

  
Robert E. Smith  
City Manager

Reviewed by:

  
Ashlee Coronado  
City Clerk

<div style="border: 1px solid white; padding: 5px; display: inline-block; margin: 0 auto;"> <b>CITY OF BISBEE WASTEWATER COST OF SERVICE MODEL</b> </div>											
<b>EFFECTIVE DATE</b>											
Current	Nov-18	Jul-19	Jul-20	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27	

**Proposed Rate Schedule**

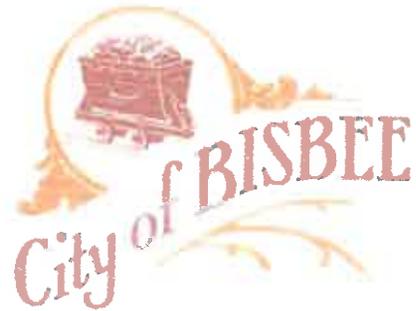
**Scenario: 2018 10 12 – Scenario 1**

Wastewater Rates -- Residential

<b>Residential</b>	\$ 47.60	\$ 47.80	\$ 47.80	\$ 47.80	\$ 49.03	\$ 50.50	\$ 52.01	\$ 53.05	\$ 54.12	\$ 55.20	\$ 55.20
<b>Residential Outside</b>	95.20	95.20	95.20	95.20	98.06	101.00	104.03	106.11	108.23	110.39	110.39
<b>Low Income</b>	28.57	28.57	28.57	28.57	28.43	30.31	31.22	31.84	32.48	33.13	33.13
<b>Discounted Low Income</b>	14.58	14.58	14.58	14.58	15.02	15.47	15.93	16.25	16.58	16.91	16.91

Wastewater Rates -- Commercial

<b>Small Retail</b>	53.79	53.79	53.79	53.79	55.40	57.07	58.78	59.95	61.15	62.38	62.38
<b>Small Restaurants</b>	92.07	92.07	92.07	92.07	94.83	97.88	100.61	102.62	104.67	106.77	106.77
<b>Bars &amp; Restaurants</b>	153.59	153.59	153.59	153.59	158.20	162.94	167.83	171.19	174.61	178.10	178.10
<b>Hotels -- Per Room</b>	28.58	28.58	28.58	28.58	29.44	30.32	31.23	31.85	32.49	33.14	33.14
<b>Large Retail</b>	238.12	238.12	238.12	238.12	245.26	252.82	260.20	265.40	270.71	276.13	276.13
<b>Mixed Use</b>	87.76	87.76	87.76	87.76	90.39	93.10	95.90	97.62	99.77	101.77	101.77
<b>Schools</b>	1,097.62	1,097.62	1,097.62	1,097.62	1,130.55	1,184.47	1,199.40	1,223.39	1,247.85	1,272.81	1,272.81



**City of Bisbee**

**Wastewater Rate Study**

**And Long Term Financial Plan**

**City Council Presentation**

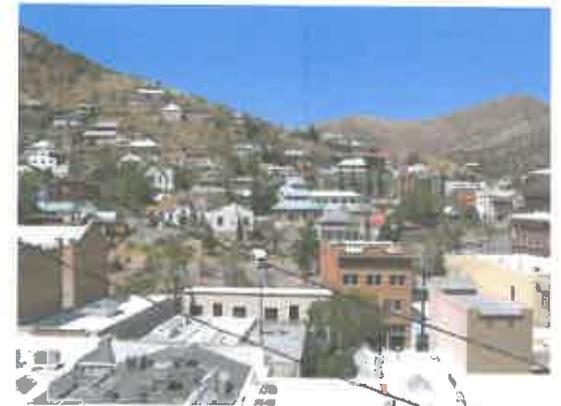


**October 2018**

## Facts about Water and Wastewater Rates in the 21<sup>st</sup> Century



- Average utility has been increasing rates 5-6% every year
- Many reasons for rate increases are beyond a utility's control (inflation, environmental regulations, etc.)
- Cost of repairing and maintaining systems has increased significantly in recent years
- Conclusion: while still affordable, wastewater costs are going to be higher in the coming years



## Introduction and Background



- Last comprehensive wastewater rate study and long-term financial forecast was completed in 2009
- Last wastewater rate adjustment was in 2013
- Purpose of 2018 rate study:
  - To forecast wastewater rates required to cover operating expenses, reserve contributions and debt service for a 10 year period
  - To ensure wastewater rates can fund \$7.6 million refinancing bond's debt service and coverage
  - To prepare financial letter for 2018 Wastewater Fund revenue bond issue

# Wastewater Fund Preliminary Observations



- Wastewater fund has been recovering significantly less than its costs over past decade – total **\$5.4 million**
- Reserve fund balances are currently depleting
- **New debt issued to refinance and retire existing debt is significantly benefiting wastewater fund and ratepayers by reducing annual cash requirements**



## Benefits of 2018 Debt Restructuring



- Reduces annual cash requirements by \$600,000
- Eliminates net losses before capital contributions
- Allows for City to begin rebuilding its annual capital reserve for emergencies
- Allows City to postpone the need for rate increases for 3 more years
  - Without refunding immediate 10.0% increases for next two years would be required
- Opens opportunity for City to get grant funding from USDA/NADBank



# City of Bisbee Wastewater Current Fee Structure



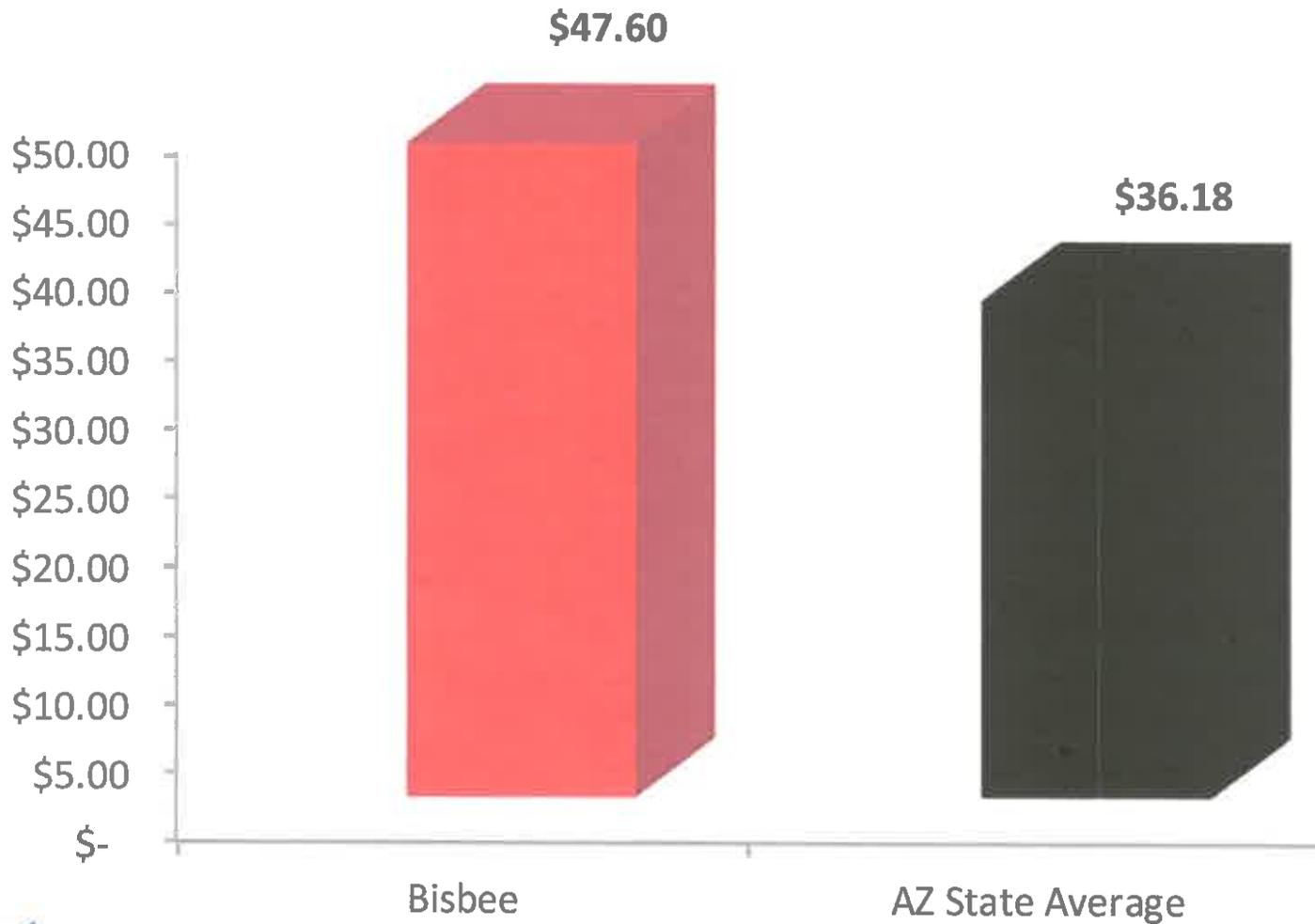
## Residential Monthly Charges

	<u>Fixed Fee</u>
Residential	\$ 47.60
Low Income	28.57
Discounted Low Income	14.58

## Commercial Monthly Charges

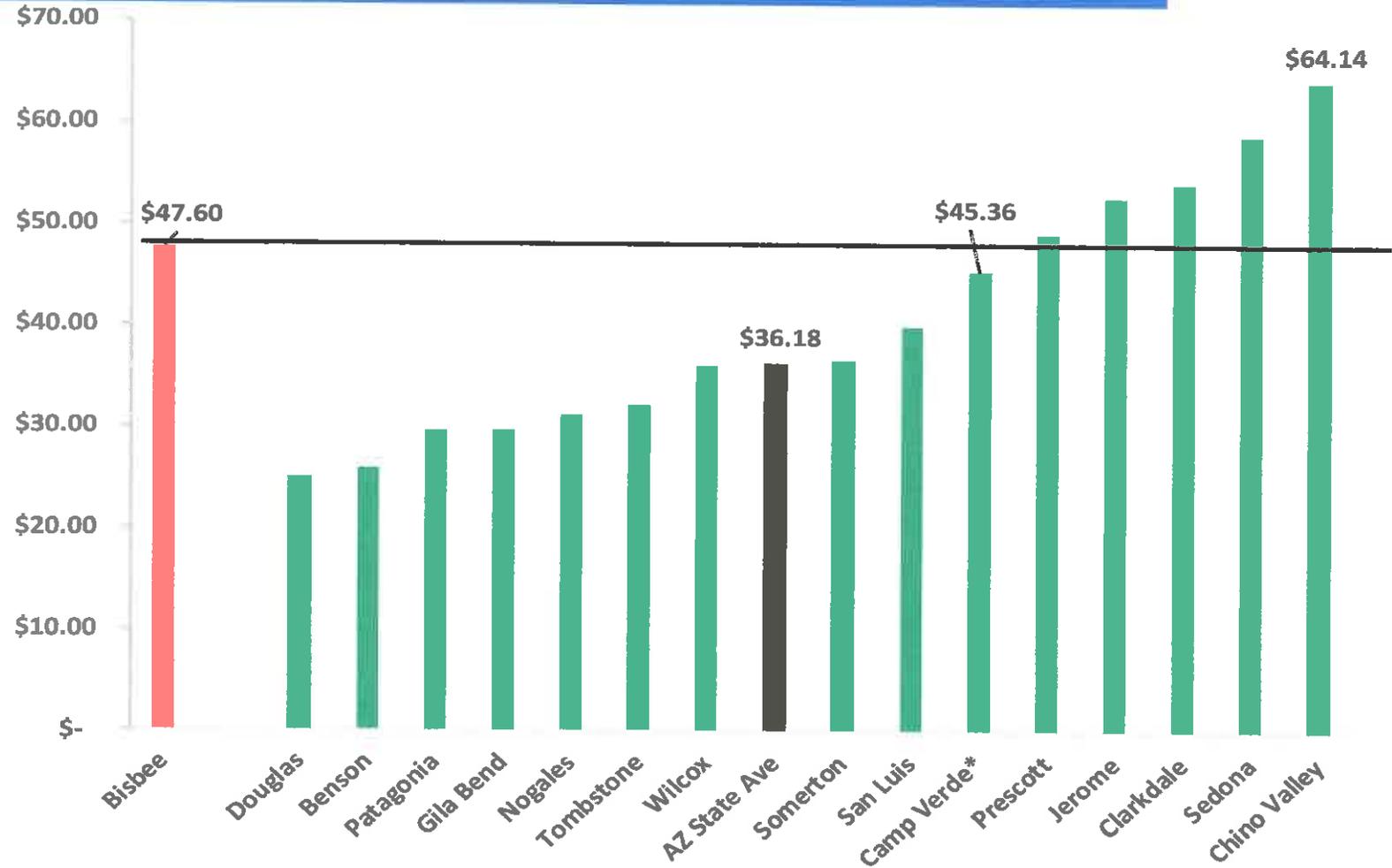
Small Retail	\$ 53.79
Small Restaruant	92.07
Bars & Restaruant	153.59
Hotels & Motels - Per Room	28.58
Large Retail	238.12

# Average Monthly WW Charges Volume Gallons = 5,000



# Comparison of Monthly WW Charges

\*Fixtures = 18; Volume Gallons = 5,000



# Wastewater Active Accounts/Units TY 2019



Residential	2,725
Small Retail	135
Small Restaurants	16
Bars & Restaurants	14
1/ Hotels & Motels	379
2/ Large Retail	27
Low Income	124
Discounted Low Income	83
Mixed Use	70
Schools	4
<b>Total Accounts/Rooms</b>	<b>3,577</b>

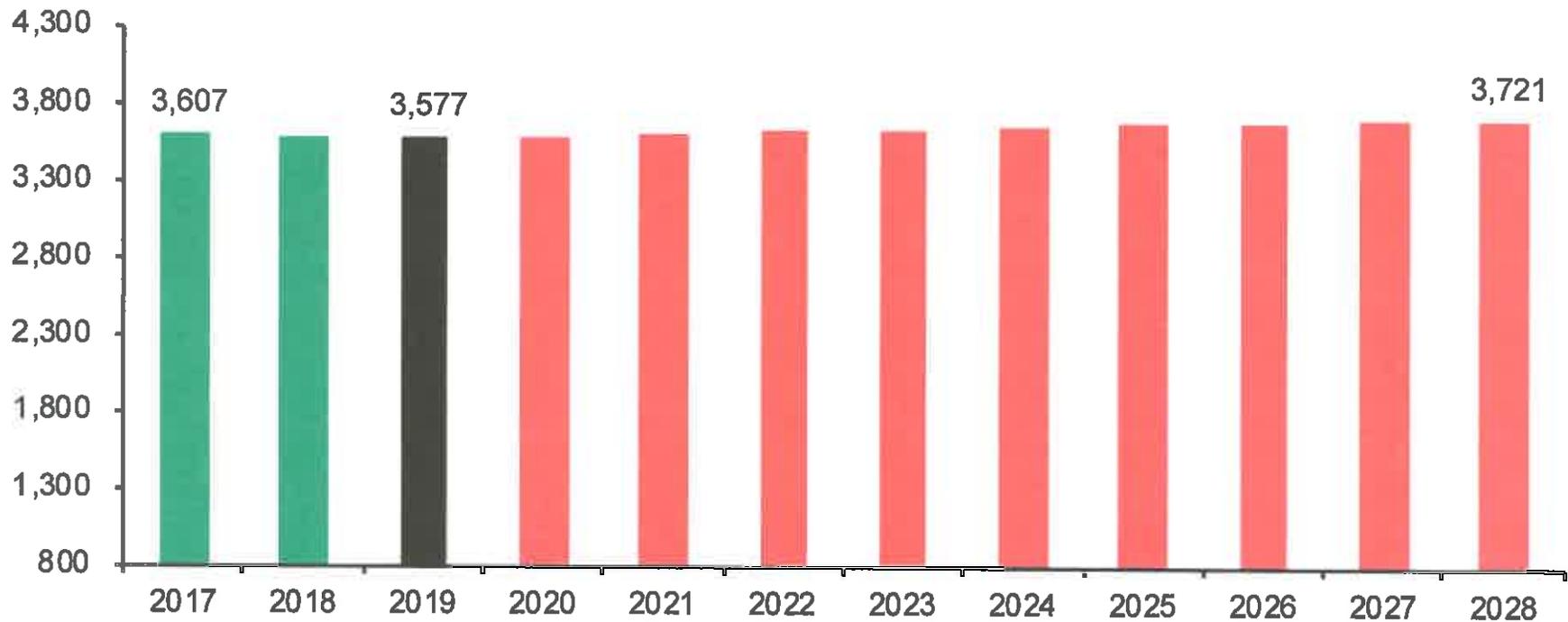
1/ Includes Best Value Inn (66 rooms)

2/ Includes Border Patrol Facilities

# Actual and Forecast Total Wastewater Accounts/Units



0.5% Annual Growth Estimate

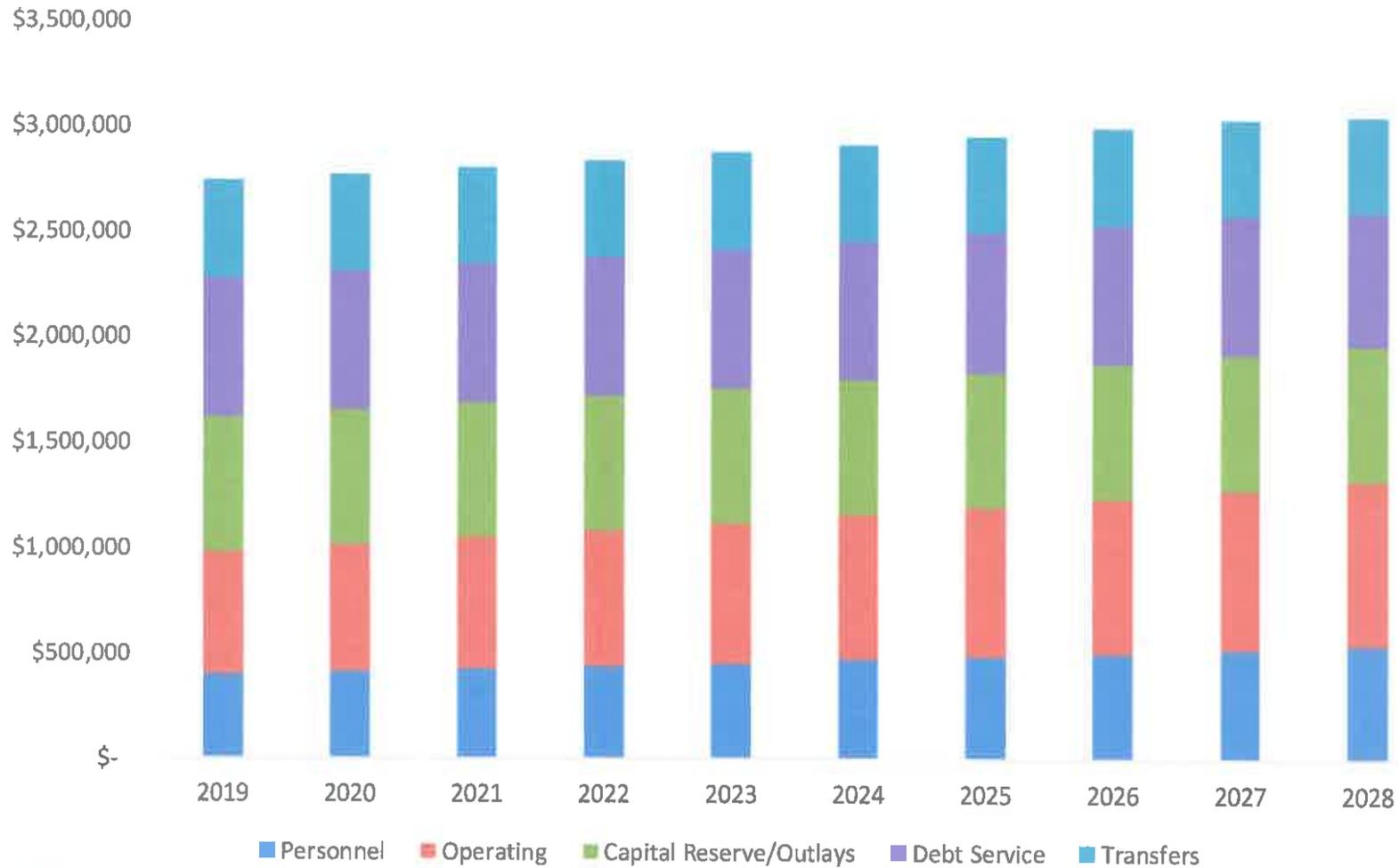


## Water and Wastewater Utility 10 Year Cost of Service Forecast



- Most expenses expected to increase 3.0% per year; some expenses increase at higher rates
- Bad debts expense is estimated to be \$160,000 which is equivalent to **\$3.65 per month per residential customer**
- \$640,000 annual capital reserve is set aside per terms of 2018 bond for catastrophic failure or unplanned capital projects
- No increase in General Fund transfers
- No additional wastewater long-term debt after issuing 2018 bond

# Forecast Wastewater Cost of Service FY 2019 – FY 2028



# Forecast Wastewater Cost of Service FY 2019 – FY 2023



	<b>Personnel</b>	<b>Operations</b>	<b>Capital Reserve/Outlays</b>	<b>Debt Service</b>	<b>Transfers</b>	<b>Total</b>
2019	\$ 395,171	\$ 585,029	\$ 640,000	\$ 660,261	\$ 462,215	\$ 2,742,675
2020	408,837	603,994	640,000	660,067	462,215	2,775,113
2021	423,057	623,614	640,000	659,806	462,215	2,808,693
2022	437,861	643,916	640,000	660,170	462,215	2,844,163
2023	453,278	664,927	640,000	660,121	462,215	2,880,541
2024	469,340	686,675	640,000	659,657	462,215	2,917,887
2025	486,080	709,191	640,000	659,781	462,215	2,957,267
2026	503,536	732,505	640,000	659,454	462,215	2,997,711
2027	521,746	756,651	640,000	659,677	462,215	3,040,288
2028	540,749	781,664	640,000	628,506	462,215	3,053,135

**Includes annual debt service for 2018 bond issue and \$160k bad debts expense**

# City of Bisbee Long-Term Wastewater Rate Plan



	Current	Effective									
	Nov-18	Jul-19	Jul-20	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27	
<b><u>Residential Monthly Charges</u></b>											
Percent Adjustment	0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%	
Residential	\$ 47.60	\$ 47.60	\$ 47.60	\$ 47.60	\$ 49.03	\$ 50.50	\$ 52.01	\$ 53.05	\$ 54.12	\$ 55.20	\$ 55.20
Low Income	28.57	28.57	28.57	28.57	29.43	30.31	31.22	31.84	32.48	33.13	33.13
Discounted Low Incom	14.58	14.58	14.58	14.58	15.02	15.47	15.93	16.25	16.58	16.91	16.91

# City of Bisbee Long-Term Wastewater Rate Plan



	Current	Effective									
		Nov-18	Jul-19	Jul-20	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27
<b><u>Commercial Monthly Charges</u></b>											
Percent Adjustment		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
<b>Small Retail</b>	\$ 53.79	\$ 53.79	\$ 53.79	\$ 53.79	\$ 55.40	\$ 57.07	\$ 58.78	\$ 59.95	\$ 61.15	\$ 62.38	\$ 62.38
<b>Small Restaurants</b>	92.07	92.07	92.07	92.07	94.83	97.68	100.61	102.62	104.67	106.77	106.77
<b>Bars &amp; Restaurants</b>	153.59	153.59	153.59	153.59	158.20	162.94	167.83	171.19	174.61	178.10	178.10
<b>Hotels -- Per Room</b>	28.58	28.58	28.58	28.58	29.44	30.32	31.23	31.85	32.49	33.14	33.14
<b>Large Retail</b>	238.12	238.12	238.12	238.12	245.26	252.62	260.20	265.40	270.71	276.13	276.13

# Annual Debt Service Coverage FY 2019 – FY 2028



## Presentation Summary

### How Will Rate Plan Benefit City?



- Will enable City to cover all costs of providing wastewater service
- Will ensure financial health of wastewater utility
- Will enable City to make \$640,000 annual contribution to capital reserve to cover catastrophic events and fund unplanned CIP projects
- Will enable City to fund the debt service on 2018 refinancing WW bond issue and maintain adequate debt service coverage



Questions?

<div style="border: 1px solid white; padding: 5px; display: inline-block; margin: 0 auto;"> <b>CITY OF BISBEE WASTEWATER COST OF SERVICE MODEL</b> </div>											
<b>EFFECTIVE DATE</b>											
Current	Nov-18	Jul-19	Jul-20	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27	

**Proposed Rate Schedule Scenario: 2018 10 12 – Scenario 1**

Wastewater Rates -- Residential

<b>Residential</b>	\$ 47.80	\$ 47.80	\$ 47.80	\$ 47.60	\$ 49.03	\$ 50.50	\$ 52.01	\$ 53.05	\$ 54.12	\$ 55.20	\$ 55.20
<b>Residential Outside</b>	95.20	95.20	95.20	95.20	98.08	101.00	104.03	106.11	108.23	110.39	110.39
<b>Low Income</b>	28.57	28.57	28.57	28.57	29.43	30.31	31.22	31.84	32.48	33.13	33.13
<b>Discounted Low Income</b>	14.58	14.58	14.58	14.58	15.02	15.47	15.93	16.25	16.58	16.91	16.91

Wastewater Rates -- Commercial

<b>Small Retail</b>	53.79	53.79	53.79	53.79	55.40	57.07	58.78	59.95	61.15	62.38	62.38
<b>Small Restaurants</b>	92.07	92.07	92.07	92.07	94.83	97.68	100.61	102.62	104.67	106.77	106.77
<b>Bars &amp; Restaurants</b>	153.59	153.59	153.59	153.59	158.20	162.94	167.83	171.19	174.81	178.10	178.10
<b>Hotels – Per Room</b>	28.58	28.58	28.58	28.58	29.44	30.32	31.23	31.85	32.49	33.14	33.14
<b>Large Retail</b>	238.12	238.12	238.12	238.12	245.26	252.62	260.20	265.40	270.71	276.13	276.13
<b>Mixed Use</b>	87.78	87.78	87.78	87.78	90.39	93.10	95.90	97.82	99.77	101.77	101.77
<b>Schools</b>	1,097.62	1,097.62	1,097.62	1,097.62	1,130.55	1,164.47	1,199.40	1,223.39	1,247.85	1,272.81	1,272.81



<b>CITY OF BISBEE</b>											
<b>WASTEWATER COST OF SERVICE MODEL</b>											
Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	

<b>Model Summary</b>		<b>Scenario: 2018 10 12 -- Scenario 1</b>										
		EFFECTIVE	Nov-18	Jul-19	Jul-20	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27
<b>1 Total Accounts</b>												
Total Accounts		3,577	3,693	3,699	3,625	3,641	3,667	3,673	3,689	3,705	3,721	
New Accounts		16	16	16	16	16	16	16	16	16	16	
Avg. Annual Growth Rate		0.45%	0.45%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.43%	0.43%	
<b>2 Wastewater Rates -- Residential</b>												
<b>Residential</b>												
Increase -- Dollars	\$ 47.80	\$ 47.80	\$ 47.80	\$ 47.80	\$ 49.03	\$ 50.50	\$ 52.01	\$ 53.05	\$ 54.12	\$ 55.20	\$ 55.20	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Residential Outside</b>												
Increase -- Dollars	95.20	95.20	95.20	95.20	98.06	101.00	104.03	106.11	108.23	110.39	110.39	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Low Income</b>												
Increase -- Dollars	28.57	28.57	28.57	28.57	29.43	30.31	31.22	31.84	32.48	33.13	33.13	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Discounted Low Income</b>												
Increase -- Dollars	14.58	14.58	14.58	14.58	15.02	15.47	15.93	16.25	16.58	16.91	16.91	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>3 Wastewater Rates -- Commercial</b>												
<b>Small Retail</b>												
Increase -- Dollars	53.79	53.79	53.79	53.79	55.40	57.07	58.78	59.95	61.15	62.38	62.38	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Small Restaurants</b>												
Increase -- Dollars	92.07	92.07	92.07	92.07	94.83	97.66	100.61	102.82	104.67	106.77	106.77	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Bars &amp; Restaurants</b>												
Increase -- Dollars	153.59	153.59	153.59	153.59	158.20	162.94	167.83	171.19	174.61	178.10	178.10	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Hotels -- Per Room</b>												
Increase -- Dollars	26.58	26.58	26.58	26.58	29.44	30.32	31.23	31.85	32.49	33.14	33.14	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Large Retail</b>												
Increase -- Dollars	238.12	238.12	238.12	238.12	245.26	252.62	260.20	265.40	270.71	276.13	276.13	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Mixed Use</b>												
Increase -- Dollars	87.76	87.76	87.76	87.76	90.39	93.10	95.90	97.82	99.77	101.77	101.77	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	
<b>Schools</b>												
Increase -- Dollars	1,097.62	1,097.62	1,097.62	1,097.62	1,130.55	1,164.47	1,199.40	1,223.39	1,247.85	1,272.81	1,272.81	
Increase -- Percent		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	0.0%	

CITY OF BISBEE WASTEWATER COST OF SERVICE MODEL											
	Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Model Summary</b>											
<b>Scenario: 2018 10 12 – Scenario 1</b>											
<b>4 TOTAL Revenues and Expenses</b>											
WW Rate Revenues	\$	2,076,768	\$ 2,085,753	\$ 2,094,738	\$ 2,161,576	\$ 2,235,932	\$ 2,312,805	\$ 2,370,935	\$ 2,428,552	\$ 2,487,525	\$ 2,502,018
Non-Rate Revenues:											
City Sales Tax		344,500	344,500	344,500	344,500	344,500	344,500	344,500	344,500	344,500	344,500
Interest/Penalties Earned		163,000	163,000	163,000	163,000	163,000	163,000	163,000	163,000	163,000	163,000
Miscellaneous Revenue		40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
APS Solar Reimburse -WWTP		25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
USE of WWTP Reserves		-	-	-	-	-	-	-	-	-	-
USER Fees		-	-	-	-	-	-	-	-	-	-
SERVICE Charge/Penalty		25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
HOOK-UP Fees		4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
USE of fund balance		-	-	-	-	-	-	-	-	-	-
Other Income		-	-	-	-	-	-	-	-	-	-
Total Non-Rate Revenues		601,500	601,500	601,500	601,500	601,500	601,500	601,500	601,500	601,500	601,500
<b>Total Revenues</b>		<b>2,678,268</b>	<b>2,687,253</b>	<b>2,696,238</b>	<b>2,763,076</b>	<b>2,837,432</b>	<b>2,914,305</b>	<b>2,972,435</b>	<b>3,030,052</b>	<b>3,089,025</b>	<b>3,103,516</b>
Operating Expenses											
Personnel		395,171	408,837	423,057	437,881	453,278	469,340	486,080	503,536	521,746	540,749
Operating & Maint.		585,029	603,994	623,814	643,816	664,827	686,875	709,191	732,505	756,851	781,864
Operating Expenses		980,200	1,012,830	1,046,872	1,081,778	1,118,205	1,156,015	1,195,271	1,236,041	1,278,597	1,322,614
<b>Net Revenues after Operating Expenses</b>		<b>1,698,068</b>	<b>1,674,423</b>	<b>1,649,366</b>	<b>1,681,298</b>	<b>1,719,227</b>	<b>1,758,290</b>	<b>1,777,164</b>	<b>1,794,011</b>	<b>1,810,428</b>	<b>1,781,102</b>
Capital Outlays		640,000	640,000	640,000	640,000	640,000	640,000	640,000	640,000	640,000	640,000
Transfers		482,215	482,215	482,215	482,215	482,215	482,215	482,215	482,215	482,215	482,215
Debt Service – Current											
Factor Truck Loan		30,905	30,905	30,905	30,905	30,905	30,905	30,905	30,905	30,905	-
Refinanced WWTP Loans		549,508	549,338	549,100	549,488	549,493	549,025	549,175	548,875	549,125	548,888
WFA Solar		79,847	79,824	79,801	79,777	79,753	79,727	79,701	79,674	79,647	79,618
Other		-	-	-	-	-	-	-	-	-	-
Total		680,261	680,067	659,806	660,170	660,121	659,657	659,781	659,454	659,677	628,506
Debt Service – Future											
Series 2019		-	-	-	-	-	-	-	-	-	-
Series 2020		-	-	-	-	-	-	-	-	-	-
Series 2021		-	-	-	-	-	-	-	-	-	-
Series 2022		-	-	-	-	-	-	-	-	-	-
Series 2023		-	-	-	-	-	-	-	-	-	-
Series 2024		-	-	-	-	-	-	-	-	-	-
Series 2025		-	-	-	-	-	-	-	-	-	-
Series 2026		-	-	-	-	-	-	-	-	-	-
Series 2027		-	-	-	-	-	-	-	-	-	-
Total		-	-	-	-	-	-	-	-	-	-
<b>Total Debt Service</b>		<b>680,261</b>	<b>680,067</b>	<b>659,806</b>	<b>660,170</b>	<b>660,121</b>	<b>659,657</b>	<b>659,781</b>	<b>659,454</b>	<b>659,677</b>	<b>628,506</b>
<b>Total Cost of Service</b>		<b>2,742,876</b>	<b>2,776,113</b>	<b>2,808,893</b>	<b>2,844,163</b>	<b>2,860,541</b>	<b>2,917,867</b>	<b>2,957,267</b>	<b>2,997,711</b>	<b>3,040,286</b>	<b>3,063,135</b>
Net Revenues		(64,407)	(87,660)	(112,455)	(61,087)	(43,109)	(3,583)	15,167	32,341	48,737	50,380
Percent of COS		-2.4%	-3.3%	-4.2%	-2.9%	-1.5%	-0.1%	0.5%	1.1%	1.6%	1.6%

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	Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028

**Model Summary**

Scenario: 2018 10 12 -- Scenario 1

**Debt Coverage Calculation**

Coverage-Eligible Revenues		2,878,288	2,887,253	2,898,238	2,763,076	2,837,432	2,914,305	2,972,435	3,030,052	3,089,025	3,103,516
Operating Expenses		880,200	1,012,630	1,046,672	1,081,776	1,118,205	1,156,015	1,195,271	1,236,041	1,278,397	1,322,414
Net Revenues Eligible for Coverage		1,998,088	1,874,623	1,851,566	1,681,299	1,719,227	1,758,290	1,777,164	1,794,011	1,810,628	1,781,102
Debt Service - Current		660,261	660,087	659,806	660,170	660,121	659,657	659,781	659,454	659,877	628,508
Debt Service - Future											
Series	2019										
Series	2020										
Series	2021										
Series	2022										
Series	2023										
Series	2024										
Series	2025										
Series	2026										
Series	2027										
Total											
Total Debt Service		\$ 660,261	\$ 660,087	\$ 659,806	\$ 660,170	\$ 660,121	\$ 659,657	\$ 659,781	\$ 659,454	\$ 659,877	\$ 628,508
<b>Debt Coverage</b>		<b>2.67</b>	<b>2.64</b>	<b>2.66</b>	<b>2.66</b>	<b>2.60</b>	<b>2.67</b>	<b>2.69</b>	<b>2.72</b>	<b>2.74</b>	<b>2.83</b>

**Fund Balance**

Beginning Balance - Unrestricted Reserve		\$ 821,136	\$ 1,496,729	\$ 2,046,869	\$ 2,576,415	\$ 3,135,326	\$ 3,732,219	\$ 4,368,636	\$ 5,023,804	\$ 5,866,145	\$ 6,384,862
Bond Issues		-	-	-	-	-	-	-	-	-	-
Connection Fees		-	-	-	-	-	-	-	-	-	-
Revenues less Cost of Service		(84,407)	(87,860)	(112,455)	(81,087)	(43,109)	(3,583)	15,167	32,341	48,737	50,380
Grant (Principal Forgiveness)		-	-	-	-	-	-	-	-	-	-
Rate Rev Capital Reserve Contribution		840,000	840,000	840,000	840,000	840,000	840,000	840,000	840,000	840,000	840,000
Total Sources		575,599	552,140	527,545	558,913	596,891	636,417	655,167	672,341	688,737	690,380
Less Uses of Funds:											
Capital Improvement Plan		-	-	-	-	-	-	-	-	-	-
Total Uses of Funds		-	-	-	-	-	-	-	-	-	-
<b>Ending Unrestricted and Capital Reserve Fund Balance</b>		<b>1,496,729</b>	<b>2,046,869</b>	<b>2,676,415</b>	<b>3,135,326</b>	<b>3,732,219</b>	<b>4,368,636</b>	<b>5,023,804</b>	<b>5,866,145</b>	<b>6,384,862</b>	<b>7,075,242</b>

<b>CITY OF BISBEE</b>										
<b>WASTEWATER COST OF SERVICE MODEL</b>										
<b>Current</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>

**Input Area – Rate Recommendations**  
**Scenario: 2018 10 12 – Scenario 1**

Month of Adjustment (July = 1)		5	1	1	1	1	1	1	1	1	1
EFFECTIVE		Nov-18	Jul-19	Jul-20	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27
<b>Annual Adjustment</b>											
Residential	DASHBOARD	0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Residential Outside	DASHBOARD	0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Small Retail		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Small Restaurants		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Bars & Restaurants		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Hotels -- Per Room		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Large Retail		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Low Income		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Discounted Low Income		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Mixed Use		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
Schools		0.00%	0.00%	0.00%	3.00%	3.00%	3.00%	2.00%	2.00%	2.00%	0.00%
<b>Residential</b>											
Base Charge	\$ 47.60	\$ 47.60	\$ 47.60	\$ 47.80	\$ 49.03	\$ 50.50	\$ 52.01	\$ 53.05	\$ 54.12	\$ 55.20	\$ 55.20
<b>Residential Outside</b>											
Base Charge	95.20	95.20	95.20	95.20	98.06	101.00	104.03	106.11	108.23	110.39	110.39
<b>Small Retail</b>											
User Fee											
Base Charge	53.79	53.79	53.79	53.79	55.40	57.07	58.78	59.95	61.15	62.38	62.38
<b>Small Restaurants</b>											
Base Charge	92.07	92.07	92.07	92.07	94.83	97.68	100.61	102.62	104.67	106.77	106.77
<b>Bars &amp; Restaurants</b>											
User Fee											
Base Charge	153.59	153.59	153.59	153.59	158.20	162.94	167.83	171.19	174.61	178.10	178.10

<b>CITY OF BISBEE</b>											
<b>WASTEWATER COST OF SERVICE MODEL</b>											
Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	

**Input Area – Rate Recommendations**  
**Scenario: 2018 10 12 – Scenario 1**

**Hotels – Per Room**

User Fee	Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Base Charge</b>	28.58	28.58	28.58	28.58	29.44	30.32	31.23	31.85	32.49	33.14	33.14
<b>Large Retail</b>											
<b>Base Charge</b>	238.12	238.12	238.12	238.12	245.28	252.62	260.20	265.40	270.71	276.13	276.13
<b>Low Income</b>											
<b>Base Charge</b>	28.57	28.57	28.57	28.57	28.43	30.31	31.22	31.84	32.48	33.13	33.13
<b>Discounted Low Income</b>											
<b>Base Charge</b>	14.58	14.58	14.58	14.58	15.02	15.47	15.93	16.25	16.58	16.91	16.91
<b>Mixed Use</b>											
<b>Base Charge</b>	87.76	87.76	87.76	87.76	90.39	93.10	95.90	97.82	99.77	101.77	101.77
<b>Schools</b>											
<b>Base Charge</b>	1,097.62	1,097.62	1,097.62	1,097.62	1,130.55	1,164.47	1,199.40	1,223.39	1,247.85	1,272.81	1,272.81

**Summary of Results -- Rate Calculator**

<b>Revenues Less Cost of Service</b>	(64,407) -3.1%	(67,860) -4.2%	(112,455) -5.4%	(81,087) -3.8%	(43,109) -1.9%	(3,583) -0.2%	15,167 0.8%	32,341 1.3%	48,737 2.0%	50,380 2.0%
<b>Net Revenues</b>	(64,407)	(67,860)	(112,455)	(81,087)	(43,109)	(3,583)	15,167	32,341	48,737	50,380
<b>Debt Coverage</b>	2.57	2.54	2.50	2.55	2.60	2.67	2.69	2.77	2.74	2.83

<div style="border: 1px solid white; padding: 5px; display: inline-block; background-color: white; color: black;"> <b>CITY OF BISBEE WASTEWATER COST OF SERVICE MODEL</b> </div>										
Current	2018	2020	2021	2022	2023	2024	2025	2026	2027	2028

**Input Area – Rate Recommendations**  
**Scenario: 2018 10 12 – Scenario 1**

**WW Rate Revenues**

WW Rate Revenue

Residential	\$ 1,556,520	\$ 1,564,517	\$ 1,572,514	\$ 1,623,974	\$ 1,681,167	\$ 1,740,309	\$ 1,785,425	\$ 1,830,210	\$ 1,876,072	\$ 1,888,416
Residential Outside	-	-	-	-	-	-	-	-	-	-
Small Retail	87,140	87,785	88,431	91,526	94,955	98,507	101,275	104,033	106,861	107,785
Small Restaurants	17,877	17,877	17,877	18,184	18,708	19,270	19,871	20,084	20,465	20,499
Bars & Restaurants	25,803	25,803	25,803	26,513	27,308	28,127	28,713	29,287	29,873	29,922
Hotels – Per Room	129,982	129,982	129,982	133,556	137,563	141,690	144,639	147,531	150,482	150,728
Large Retail	78,208	78,208	78,208	78,304	80,653	83,072	84,801	86,497	88,227	88,372
Low Income	42,512	42,855	43,198	44,738	46,443	48,210	49,595	50,976	52,392	52,876
Discounted Low Income	14,522	14,522	14,522	14,921	15,369	15,830	16,159	16,482	16,812	16,939
Mixed Use	73,718	73,718	73,718	75,746	78,018	80,359	82,031	83,672	85,345	85,485
Schools	52,886	52,886	52,886	54,135	55,759	57,431	58,627	59,799	60,995	61,085
<b>Total WW Rate Revenues</b>	<b>2,076,788</b>	<b>2,085,753</b>	<b>2,094,738</b>	<b>2,161,576</b>	<b>2,235,932</b>	<b>2,312,805</b>	<b>2,370,935</b>	<b>2,428,552</b>	<b>2,487,525</b>	<b>2,502,016</b>

Less Revenues to be Raised from Rates:

Residential	\$ 1,631,323	\$ 1,657,131	\$ 1,683,834	\$ 1,712,004	\$ 1,740,882	\$ 1,770,548	\$ 1,801,782	\$ 1,833,859	\$ 1,867,600	\$ 1,878,590
Residential Outside	-	-	-	-	-	-	-	-	-	-
Small Retail	80,818	82,282	83,784	85,384	87,013	88,688	90,442	92,245	94,137	94,885
Small Restaurants	9,578	9,680	9,788	9,900	10,016	10,136	10,263	10,394	10,533	10,543
Bars & Restaurants	8,381	8,470	8,563	8,662	8,764	8,869	8,980	9,085	9,216	9,225
Hotels – Per Room	228,889	229,300	231,810	234,498	237,252	240,085	243,103	246,204	249,498	249,732
Large Retail	15,986	16,136	16,312	16,501	16,695	16,895	17,107	17,325	17,557	17,573
Low Income	74,233	75,627	77,066	78,578	80,127	81,718	83,388	85,089	86,866	87,637
Discounted Low Income	49,888	50,216	50,788	51,354	51,958	52,578	53,239	53,918	54,639	54,991
Mixed Use	41,806	42,351	42,815	43,311	43,820	44,343	44,900	45,473	46,061	46,125
Schools	2,395	2,420	2,447	2,475	2,504	2,534	2,568	2,598	2,633	2,638
<b>Sub-Total</b>	<b>2,141,175</b>	<b>2,173,613</b>	<b>2,207,193</b>	<b>2,242,683</b>	<b>2,279,041</b>	<b>2,316,387</b>	<b>2,355,767</b>	<b>2,396,211</b>	<b>2,438,788</b>	<b>2,451,835</b>

Rate Revenue Less RRRR:

Residential	(74,803)	(92,614)	(111,321)	(88,029)	(59,735)	(30,237)	(16,357)	(3,650)	8,472	9,826
Residential Outside	-	-	-	-	-	-	-	-	-	-
Small Retail	8,322	5,503	4,837	6,142	7,941	9,821	10,833	11,788	12,724	12,900
Small Restaurants	8,099	7,997	7,891	8,264	8,663	9,134	9,408	9,670	9,933	9,956
Bars & Restaurants	17,422	17,333	17,240	17,851	18,544	19,259	19,733	20,192	20,656	20,897
Hotels – Per Room	(96,907)	(99,318)	(101,828)	(100,939)	(99,889)	(98,395)	(98,484)	(98,672)	(98,014)	(99,004)
Large Retail	60,242	60,072	59,898	61,802	63,957	66,178	67,694	69,172	70,670	70,798
Low Income	(31,721)	(32,772)	(33,868)	(33,840)	(33,684)	(33,507)	(33,791)	(34,124)	(34,503)	(34,761)
Discounted Low Income	(35,168)	(35,694)	(36,244)	(36,433)	(36,589)	(36,748)	(37,080)	(37,436)	(37,827)	(37,851)
Mixed Use	31,813	31,367	30,904	32,435	34,198	36,016	37,131	38,199	39,264	39,360
Schools	50,281	50,286	50,239	51,660	53,255	54,898	56,061	57,201	58,362	58,458
<b>Rate Revenue Less Revenue Rgmt</b>	<b>(64,407)</b>	<b>(87,860)</b>	<b>(112,455)</b>	<b>(81,087)</b>	<b>(43,109)</b>	<b>(3,533)</b>	<b>15,167</b>	<b>32,341</b>	<b>48,737</b>	<b>50,380</b>

<div style="border: 1px solid white; padding: 5px; display: inline-block; background-color: white; color: black;"> <b>CITY OF BISBEE WASTEWATER COST OF SERVICE MODEL</b> </div>											
	Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028

**Input Area -- Rate Recommendations**  
**Scenario: 2018 10 12 -- Scenario 1**

WASTEWATER -- Customer & Usage Data

**Customer Class Units -- Base Annual Units**

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Residential	2,725	2,739	2,753	2,767	2,781	2,795	2,809	2,823	2,837	2,851
Residential Outside	-	-	-	-	-	-	-	-	-	-
Small Retail	135	136	137	138	139	140	141	142	143	144
Small Restaurants	16	16	16	16	16	16	16	16	16	16
Bars & Restaurants	14	14	14	14	14	14	14	14	14	14
Hotels -- Per Room	379	379	379	379	379	379	379	379	379	379
Large Retail	27	27	27	27	27	27	27	27	27	27
Low Income	124	125	126	127	128	129	130	131	132	133
Discounted Low Income	83	83	83	83	83	83	83	83	83	83
Mixed Use	70	70	70	70	70	70	70	70	70	70
Schools	4	4	4	4	4	4	4	4	4	4
<b>Total Wastewater</b>	<b>3,577</b>	<b>3,593</b>	<b>3,609</b>	<b>3,625</b>	<b>3,641</b>	<b>3,657</b>	<b>3,673</b>	<b>3,689</b>	<b>3,705</b>	<b>3,721</b>

**Net Annual Fixtures after Minimum:**

<b>Residential</b>										
Monthly Customers Billed	2,725	2,739	2,753	2,767	2,781	2,795	2,809	2,823	2,837	2,851
<b>Residential Outside</b>										
Monthly Customers Billed	-	-	-	-	-	-	-	-	-	-
<b>Small Retail</b>										
Monthly Customers Billed	135	136	137	138	139	140	141	142	143	144
<b>Small Restaurants</b>										
Monthly Customers Billed	16	16	16	16	16	16	16	16	16	16
<b>Bars &amp; Restaurants</b>										
Monthly Customers Billed	14	14	14	14	14	14	14	14	14	14
<b>Hotels -- Per Room</b>										
Monthly Customers Billed	379	379	379	379	379	379	379	379	379	379
<b>Large Retail</b>										
Monthly Customers Billed	27	27	27	27	27	27	27	27	27	27
<b>Low Income</b>										
Monthly Customers Billed	124	125	126	127	128	129	130	131	132	133
<b>Discounted Low Income</b>										
Monthly Customers Billed	83	83	83	83	83	83	83	83	83	83
<b>Mixed Use</b>										
Monthly Customers Billed	70	70	70	70	70	70	70	70	70	70
<b>Schools</b>										
Monthly Customers Billed	4	4	4	4	4	4	4	4	4	4
<b>Rounded Net Fixtures after Minimum</b>	<b>3,577</b>	<b>3,593</b>	<b>3,609</b>	<b>3,625</b>	<b>3,641</b>	<b>3,657</b>	<b>3,673</b>	<b>3,689</b>	<b>3,705</b>	<b>3,721</b>

<div style="border: 1px solid white; padding: 5px; display: inline-block; background-color: white; color: black;"> <b>CITY OF BISBEE WASTEWATER COST OF SERVICE MODEL</b> </div>											
	Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028

**Input Area – Rate Recommendations**  
**Scenario: 2018 10 12 – Scenario 1**

Customer Class Units – Total Bills	Current	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Residential	32,700	32,898	33,036	33,204	33,372	33,540	33,708	33,876	34,044	34,212	
Residential Outside	-	-	-	-	-	-	-	-	-	-	
Small Retail	1,820	1,832	1,844	1,856	1,868	1,880	1,892	1,904	1,916	1,928	
Small Restaurants	192	192	192	192	192	192	192	192	192	192	
Bars & Restaurants	168	168	168	168	168	168	168	168	168	168	
Hotels – Per Room	4,548	4,548	4,548	4,548	4,548	4,548	4,548	4,548	4,548	4,548	
Large Retail	320	320	320	320	320	320	320	320	320	320	
Low Income	1,488	1,500	1,512	1,524	1,536	1,548	1,560	1,572	1,584	1,596	
Discounted Low Income	996	996	996	996	996	996	996	996	996	996	
Mixed Use	840	840	840	840	840	840	840	840	840	840	
Schools	48	48	48	48	48	48	48	48	48	48	
<b>Total Wastewater</b>	<b>42,920</b>	<b>43,112</b>	<b>43,304</b>	<b>43,496</b>	<b>43,688</b>	<b>43,880</b>	<b>44,072</b>	<b>44,264</b>	<b>44,456</b>	<b>44,648</b>	
	3,577	3,593	3,609	3,625	3,641	3,657	3,673	3,689	3,705	3,721	



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: 10/16/18

Regular     Special

**DATE ACTION SUBMITTED:** 10/9/18

REGULAR                   CONSENT

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

**SUBJECT:**    **DISCUSSION AND POSSIBLE APPROVAL OF EMERGENCY RENTAL OF A PUMP FROM RAIN FOR RENT FOR THE SAN JOSE WASTEWATER TREATMENT PLANT. TOTAL COST IS \$11,856.41.**

**FROM:**            **Dwayne Wallace, Operations Manager**

**RECOMMENDATION:**            **Recommend Approval.**

**PROPOSED MOTION:**            **I move to approve the emergency rental of a pump from Rain for Rent for the San Jose Wastewater Treatment Plant. Total cost is \$11,856.41.**

**DISCUSSION:**

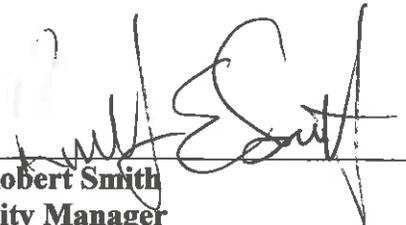
Public Works recommends the emergency rental of a pump from Rain for Rent for the San Jose Wastewater Treatment Plant.

**FISCAL IMPACT:**            **\$11,856.41**

**DEPARTMENT LINE ITEM ACCOUNT:**            **54-40-55010**

**BALANCE IN LINE ITEM IF APPROVED:**            **-6,856.41**

**Prepared by:**   
**Dwayne Wallace,**  
**Operations Manager**

**Reviewed by:**   
**Robert Smith**  
**City Manager**

## City of Bisbee Payment Request

<b>Vendor Address:</b>	Rain for Rent	<b>Date Prepared:</b> 27-Sep-18
	5051 E Canada Street	<i>Please make sure original invoice is attached - and/or other documents when appropriate.</i>
	Tucson, AZ 85706	
	520-574-0479	

**Special Instructions:**

INVOICE		Description	Account Num.	Amount
Number	Inv. Date			
1253889	9/13/18	WW-Pump Ind, Spillguard Econt, Adapt Coupler, Ell, Hose, Pipe	54-40-34000	11,856.41
<b>ENTERED</b> 10/3 Y/W				
<b>TOTAL</b>			<b>\$</b>	<b>11,856.41</b>

*Sara Alvarez* 9/27/18  
 Preparer Verification/Funds Available Date  
*[Signature]* 10/1/18  
 Department Head Approval Date  
*Kim Bayley* 10/1/18  
 Finance Approval Date  
 City Manager Approval Date

Date Received in Finance

RECEIVED

OCT 01 2018

Finance Office  
City of Bisbee

**Finance Use Only**

Vendor Number: 4586	New Vendor	Entered By:
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# INVOICE

Rain For Rent Tucson  
 5051 E Canada St  
 Tucson AZ 85708  
 United States  
 520-574-0479

24/7 Emergency 800-742-7246  
 www.rainforrent.com

Your sales person	REMIT PAYMENTS TO:
ERIK BARNARD	Rain for Rent
	RAIN FOR RENT FILE 52541 LOS ANGELES, CA 90074-2541

CONTRACT # 1052466  
 CUSTOMER CITY OF BISBEE

CUSTOMER # 120299  
 NAME CITY OF BISBEE

ADDRESS 118 ARIZONA ST  
 BISBEE AZ 85603

PHONE

INVOICE# 125688	INVOICE DATE 9/13/2018	PO or JOB#	PAYMENT DUE 10/13/2018
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RECEIVED

SEP 24 2018

Finance Office  
 City of Bisbee

PLEASE PAY \$11,856.41

SHIPPED TO JOBSITE:  
 NAME CITY OF BISBEE

ADDRESS W. Purdy Lane  
 Bisbee AZ 85603

PHONE

QTY	UOM	DESCRIPTION	PRODUCT #	STATUS	DATE OUT	BILLED THRU	DAYS BILLED	PRICE	AMOUNT	TAXABLE
1.00		PUMP IND 6" DV150i 1104C44TR	806144	Returned	8/18/2018	9/10/2018	24.00	\$2,065.08	\$2,065.08	Y
1.00		SPILLGUARD ECONT 12'X16'X1' A	284460	Returned	8/18/2018	9/10/2018	24.00	\$419.04	\$419.04	Y
1.00		ADAPT 6" FLNGxGRV WLDSTL	726306	Returned	8/18/2018	9/10/2018	24.00	\$15.76	\$15.76	Y
13.00		CPLR 6" GRV HEAVY WT CAST 77	720766	Returned	8/18/2018	9/10/2018	24.00	\$8.15	\$105.95	Y
1.00		ELL 6" 11DEG GRV WLDSTL	720731	Returned	8/18/2018	9/10/2018	24.00	\$15.76	\$15.76	Y
2.00		ELL 6" 90DEG GRV CAST 7110	721174	Returned	8/18/2018	9/10/2018	24.00	\$15.76	\$31.52	Y
1.00		HOSE 6"x10' HD TNK TRK GR 100#	722432	Returned	8/18/2018	9/10/2018	24.00	\$187.42	\$187.42	Y
4.00		HOSE 6"x25' HD TNK TRK CAM 75#	722878	Returned	8/18/2018	9/10/2018	24.00	\$399.63	\$1,598.52	Y
1.00		PIPE 6"x1' GRV AL 83	976901	Returned	8/18/2018	9/10/2018	24.00	\$10.25	\$10.25	Y
2.00		PIPE 6"x3' GRV AL 83	976903	Returned	8/18/2018	9/10/2018	24.00	\$10.25	\$20.50	Y
5.00		PIPE 6"x40' GRV AL 83	976940	Returned	8/18/2018	9/10/2018	24.00	\$26.25	\$131.25	Y
8.00		PIPESTAX 4	724934	Returned	8/18/2018	9/10/2018	24.00	\$2.49	\$19.92	Y
1.00	EA	Delivery Hauling	M110			SERVICES		\$1,521.15	\$1,521.15	Y
1.00	EA	Install Labor	M140			SERVICES		\$1,255.00	\$1,255.00	Y
1.00	EA	Dry Run Hauling Dry run hauling on 9/5/2018	M115			SERVICES		\$985.25	\$985.25	Y
1.00	EA	Return Hauling	M108			SERVICES		\$1,088.10	\$1,088.10	Y
1.00	EA	Removal Labor	M141			SERVICES		\$1,255.00	\$1,255.00	Y

WW  
 5440-34000

de

ENVIRONMENTAL FEE:	\$92.42
TOTAL SALES:	\$0.00
TOTAL RENTALS:	\$4,620.97
TOTAL SERVICES:	\$6,104.50
TOTAL OTHER:	\$0.00
SUBTOTAL:	\$10,817.89
TAX:	\$1,038.52
<b>TOTAL:</b>	<b>\$11,856.41</b>

FOR PROPER CREDIT, PLEASE INCLUDE INVOICE NUMBER ON YOUR PAYMENT. PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE OF 1.50% CUSTOMER, (RENTEE OR BUYER as context requires), shall be deemed to accept all terms, conditions and provisions hereof upon execution of this agreement; ordering; or delivery of equipment to customer, whichever comes first.

PAYMENT TERMS: NET 30

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: 10/16/18**

Regular     Special

<b>DATE ACTION SUBMITTED:</b> <u>10/9/16</u>	
<b>REGULAR</b> <input checked="" type="checkbox"/>	<b>CONSENT</b> <input type="checkbox"/>
<b>TYPE OF ACTION:</b>	
<b>RESOLUTION</b> <input type="checkbox"/>	<b>ORDINANCE</b> <input type="checkbox"/>
<b>FORMAL ACTION</b> <input checked="" type="checkbox"/>	<b>OTHER</b> <input type="checkbox"/>
<b>SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF ENGINEERING SERVICES FROM THE WLB GROUP FOR THE CHANNEL AND ROADWAY ALONG TOMBSTONE CANYON FROM MOON CANYON TO STAR AVE</b>	

**FROM: Dwayne Wallace, Operations Manager**

**RECOMMENDATION: Recommend Approval.**

**PROPOSED MOTION: I move to approve Engineering Services from The WLB Group for the channel and roadway along Tombstone Canyon from Moon Canyon to Star Avenue.**

**DISCUSSION:**

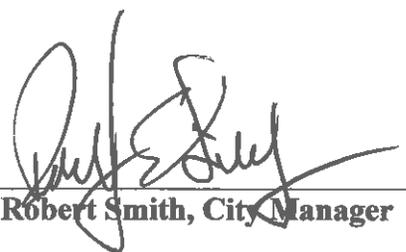
Dwayne Wallace recommends approval of professional services from The WLB Group for Tombstone Canyon Road from Moon Canyon to Star Ave. Professional Services include the following: Survey, Hydrology and Hydraulics, Geotechnical Evaluation, Concept alternatives and Construction cost estimates, Prepare Phase 2 Design Scope, Meeting and coordination, expense and reimbursable. The WLB Group is one of the Companies on contract with the City of Bisbee for Professional Services.

**FISCAL IMPACT: \$17,880**

**DEPARTMENT LINE ITEM ACCOUNT: 21-40-34000**

**BALANCE IN LINE ITEM IF APPROVED: -16,803.86**

**Prepared by:**   
**Dwayne Wallace, Operations Manager**

**Reviewed by:**   
**Robert Smith, City Manager**



Engineering • Planning • Surveying • Urban Design • Landscape Architecture  
 Offices located in Tucson, Phoenix, Flagstaff, Las Vegas  
 4444 East Broadway • Tucson, Arizona 85711 • 520-881-7480 • FAX 520-881-7492

**Scope of Services Exhibit A**

**From: The WLB Group, Inc.**  
 4444 E. Broadway Boulevard  
 Tucson, AZ 85711

**Work Order No.:** 1  
**Date:** 9/24/2018  
**Project No.:** 118000-A-212  
**Location:** Tombstone Canyon Rd - Moon Canyon to Star  
 Bisbee, AZ

**To: Dwayne Wallace**  
 Public Works  
 1415 Melody Lane, Bldg G  
 Bisbee, AZ 85803

Approved*	
Client:	City of Bisbee
By:	_____ Date: _____
*Signature on faxed copies of this Scope of Services are acceptable to both parties.	

Mr. Wallace:

Professional Services will comply with Professional Services Agreement between the City of Bisbee Public Works Department and the WLB Group, dated December 21, 2016.

This Scope of Services Includes Professional Services necessary to complete the following:

**DESCRIPTION:**

Phase 1 Tasks/Fees:

Fee Estimate

1. Survey (culture, damage, cracking, utilities) – channel and roadway	\$2,080
2. Hydrology and Hydraulics – determine channel flows and velocities, scour/erosion potential	\$2,080
3. Structural evaluation – site visit, evaluate structural condition of bank protection and road pavement - Provide concept structural section for bank protection/walls for preliminary pricing *	\$2,500
4. Geotechnical evaluation – site visit, provide preliminary backfill/road **	\$2,500
5. Concept alternatives and construction cost estimates – bank protection and roadway section	\$5,280
6. Select recommended alternative and prepare Phase 2 Design Scope/Fee	\$1,220
7. Meeting(1) and coordination	\$1,820
Expenses and Rembursables	\$400
<b>TOTAL</b>	<b>\$17,880</b>

\*Allowance - Cannon Consultants, LLC will conduct these tasks.

\*\*Allowance - Pattison Engineering, LLC. for these tasks.

Schedule – 4 to 6 weeks after receiving notice to proceed

  
 Name: John S Wise, P.E., CFM  
 Title: Senior Drainage Engineer

Date: 9/24/2018



**CITY OF BISBEE PUBLIC WORKS DEPARTMENT**

**Professional Services Agreement  
[Insert description of Services]**

THIS AGREEMENT is made and entered into this 20<sup>th</sup> day of December 2016 by and between CITY OF BISBEE, hereinafter referred to as the "City", and The WLB Group hereinafter referred to as the "Consultant".

**I. SCOPE OF SERVICES**

Subject to the terms and conditions set forth in this agreement, Consultant shall provide all material, labor and transportation as described in Exhibit "A" Scope of Services.

**II. COMPENSATION AND METHOD OF PAYMENT**

In consideration for the performance of the services described in Attachment "A" the City shall pay the Consultant [insert payment amount and terms, or refer to an Exhibit "B" Fee Schedule].

The City will pay the Consultant following the submission of itemized invoices(s) for the services and material rendered. No payment shall be issued prior to receipt of material or service and correct invoicing. Each invoice must bear written certification by an authorized City representative confirming the services and material for which payment is requested have been performed and received. The City agrees to pay all properly documented invoices, for accepted work and material within thirty (30) days of receipt.

All notices, invoices and payment shall be made in writing and may be given by personal delivery, mail or e-mail.

The designated recipients for such notices, invoices and payments are as follows:

Consultant: David Little, Project Manager  
The WLB Group.  
444 E. Broadway  
Tucson, AZ 85712

City: City of Bisbee  
Andy Haratyk, Public Works Director  
118 Arizona Street  
Bisbee, AZ 85603  
aharatyk@bisbeeaz.gov

**III. DURATION AND RENEWAL**

The Consultant shall not commence any billable work or provide any material or services under this Agreement until Consultant receives a executed copy of the Professional Service Agreement and/or purchase order, or is otherwise directed to do so in writing by the City [Public Works Director or his designee]. The Consultant shall complete all work to the satisfaction of the City on or about [insert date] in accordance with the Scope of Services.

**IV. TERMINATION**

A. The City may cancel this Agreement without penalty or further obligation pursuant to A.R.S. § 38-511 if any person significantly involved in initiating, negotiating, securing, drafting or creating the Agreement on behalf of the City is or becomes, at any time while the Agreement or any extension of the Agreement is in effect any employee of, or Consultant to any other

party to this Agreement with respect to the subject matter of the Agreement. Such cancellation shall be effective when written notice from the City is received by the parties to this Agreement, unless the notice specifies a later time.

- B. This Agreement may also be terminated at any time by mutual written consent, or by the City, with or without cause, upon giving the thirty (30) days written notice to the Consultant. The City at its convenience, by written notice, may terminate this Agreement, in whole or in part. If this Agreement is terminated, the City shall be liable only for payment under the payment provisions of this Agreement for services rendered and accepted material received by the City before the effective date of termination.
- C. The City reserves the right to cancel the whole or any part of this Agreement due to failure of the Consultant to carry out any term, promise or condition of the Agreement. The City will issue a written ten (10) day notice of default to the Consultant for acting or failing to act any of the following, in the opinion of the City:
1. Consultant provides personnel who do not meet the requirements of the Agreement;
  2. Consultant fails to adequately perform the stipulations, conditions, or services/specifications required in the Agreement;
  3. Consultant attempts to impose on the City personnel, materials, products, or workmanship that is not of an acceptable quality;
  4. Consultant fails to furnish the required service and/or product within the time stipulated in the Agreement;
  5. Consultant fails to make progress in the performance of the requirements of the Agreement and/or gives the City a positive indication that consultant will not or cannot perform to the requirements of the Agreement.

**V. ENFORCEMENT, LAWS AND ORDINANCES**

This agreement shall be enforced under the laws of the State of Arizona. Consultant must comply with all applicable federal, state, and local laws, ordinances, and regulations. Consultant shall ensure payment of all taxes, licenses, permits, and other expenses of any nature associated with the provision of services herein. Consultant shall maintain in current status all Federal, State and Local licenses and permits required for the operation of the business conducted by the Consultant.

**VI. INDEPENDENT CONSULTANT**

It is clearly understood that each party shall act in its individual capacity and not as an agent, employee, partner, joint ventures, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other party for any purpose whatsoever.

The Consultant is advised that taxes or social security payments shall not be withheld from a City payment issued hereunder and that Consultant should make arrangements to directly pay such expenses, if any. The City will not provide any insurance coverage to the Consultant including Workmen's Compensation coverage.

**VII. MODIFICATIONS**

This Agreement may only be modified by a written amendment signed by the City and the Consultant.

**VIII. WAIVER**

The failure of either party of this Agreement to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver thereof, or of any future breach or subsequent wrongful conduct.

**IX: INDEMNIFICATION**

To the fullest extent permitted by law, Consultant agrees to indemnify, and hold harmless the City of Bisbee, a body politic and corporate of the State of Arizona, its board members, officers, employees, agents and other officials from all claims, damages, losses, and expenses, including but not limited to attorney's fees, reasonable court costs, or other alternative dispute resolution costs arising out of, resulting from, or otherwise but for the performance or furnishing of work or services under this Agreement, provided that any such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, death, or personal injury, or property damage, including the loss of use or diminution in value resulting therefrom; but only to the extent caused in whole or in part by the actual or alleged negligent acts, errors, or omissions of Consultant, or anyone for whose acts Consultant may be liable. The City of Bisbee reserves the right, but not the obligation, to participate in defense without relieving Consultant of any obligation hereunder.

The amount and type of insurance required shall not in any way be construed as limiting the scope of the indemnification set forth above.

**X. INSURANCE**

Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The City in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, his agents, representatives, employees or subcontractors and Contractor is free to purchase additional insurance as may be determined necessary.

**A. MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a "following form" basis.

**1. Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage and broad form contractual liability coverage.

• General Aggregate	\$1,000,000
• Products - Completed Operations Aggregate	\$ 500,000
• Personal and Advertising Injury	\$ 500,000
• Blanket Contractual Liability – Written & Oral	\$ 500,000
• Each Occurrence	\$ 500,000

a. The policy shall be endorsed to include the following additional insured language: "The City of Bisbee, its departments, agencies, boards, officers, officials, agents and employees shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor".

**2. Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) \$500,000

- a. The policy shall be endorsed to include the following additional insured language: "The City of Bisbee, its departments, agencies, boards, officers, officials, agents and employees shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor".

**3. Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$500,000
Disease - Each Employee	\$500,000
Disease - Policy Limit	\$500,000

- a. This requirement shall not apply when a contractor or subcontractor is exempt under A.R.S. 23-901, AND when such contractor or subcontractor executes the appropriate sole proprietor waiver form.

**4. Professional Liability (Errors and Omissions Liability)**

The policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Services of this contract.

- Each Claim \$ 500,000
- Annual Aggregate \$1,000,000

- a. In the event that the professional liability insurance required by this Contract is written on a claims-made basis, Contractor warrants that any retroactive date under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this contract is completed.
- b. The policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Work of this contract.
- c. The policy shall be endorsed to include the following additional insured language: "The City of Bisbee, its departments, agencies, boards, officers, officials, agents and employees shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor".

**B. ADDITIONAL INSURANCE REQUIREMENTS:** The policies shall include, or be endorsed to include, the following provisions:

- 1. On insurance policies where the City of Bisbee is named as an additional insured, the City of Bisbee shall be an additional insured to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this Contract. Contractor shall provide the City with certificates naming it as an additional insured.
- 2. The Contractor's insurance coverage shall be primary insurance and non-contributory with respect to all other available sources.
- 3. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.

**C. NOTICE OF CANCELLATION:** With the exception of (10) day notice of cancellation for non-payment of premium, any changes material to compliance with this contract in the insurance policies above shall require (30) days written notice to the City of Bisbee.

Such notice shall be sent directly to the Bisbee City Public Works Department, 118 Arizona Street, Bisbee, Arizona 85603.

- D. **ACCEPTABILITY OF INSURANCE:** Insurance is to be placed with insurers duly licensed or authorized to do business in the state of Arizona and with an "AM.

Best" rating of not less than A- VII. The City in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

- E. **VERIFICATION OF COVERAGE:** Contractor shall furnish the City with certificates of insurance (ACORD form or equivalent approved by the City) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and any required endorsements are to be received and approved by the City before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this Contract shall be sent directly to the Bisbee City Public Works Department, Bisbee, Arizona 85603. **The City project/contract number and project description shall be noted on the certificate of insurance.** The City reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

- F. **SUBCONTRACTORS:** Contractors' certificate(s) shall include all subcontractors as additional insured's under its policies or Contractor shall furnish to the City separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to the minimum requirements identified above.

- G. **APPROVAL:** Any modification or variation from the insurance requirements in this Agreement shall be made by the Contracting Agency in consultation with the Risk Management Department, whose decision shall be final. Such action will not require a formal Agreement amendment, but may be made by administrative action.

#### XI. MISCELLANEOUS PROVISIONS

- A. No assignment of this Agreement or sub-agreement shall be made by the Consultant with any other party for furnishing any of the services herein contracted for without the advance written approval of the Public Works Department. All sub-consultants shall comply with Federal and State laws and regulations which are applicable to the services covered by the sub-agreement and shall include all the terms and conditions set forth herein which shall apply with equal force to the sub-agreement , as if the sub-consultant were the Consultant referred to herein. The Consultant is responsible for Agreement performance whether or not sub-consultants are used.
- B. The Consultant shall establish and maintain procedures and controls that are acceptable to the City for the purpose of assuring that no information contained in its records or obtained from the City or from others in carrying out its functions under the Agreement shall be used by or disclosed by it, its agents, officers, or employees, except as required to efficiently perform duties under the Agreement. Persons requesting such information must be referred to the City.
- C. All services, information, computer program elements, reports, and other deliverables which may have a potential patent or copyright value and which are created under this Agreement shall be the property of the City and shall not be used by the Consultant or any other person except with the prior written permission of the City.

- D. This Agreement is subject to the provisions of A.R.S. § 38-511.
- E. The Consultant shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and applicable Federal regulations under the Act.

**XII. LEGAL ARIZONA WORKES ACT COMPLIANCE**

Consultant hereby warrants that it will at all times during the term of this Agreement comply with all federal immigration laws applicable to Consultant's employment of its employees, and with the requirements of A.R.S. § 23-214(A) (together the "State and Federal Immigration Laws"). The Consultant shall further ensure that each sub-consultant who performs any work for the Consultant under this Agreement likewise complies with the State and Federal Immigration Laws.

The City shall have the right at any time to inspect the books and records of the Consultant and any sub-consultant in order to verify such party's compliance with the State and Federal Immigration Laws.

Any breach of the Consultant's or any sub-consultant's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed to be a material breach of this Agreement subjecting the Consultant to penalties up to and including suspension or termination of this Agreement. If the breach is by a sub-consultant, and the sub-agreement is suspended or terminated as a result, the Consultant shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the sub-agreement or retain a replacement sub-consultant, (subject to City approval if MWBE preferences apply) as soon as possible so as not to delay project completion.

The Consultant shall advise each sub-consultant of the City's rights, and the sub-consultant's obligations, under this Section by including a provision in each sub-agreement substantially in the following form:

"The sub-consultant hereby warrants that it will at all times during the term of this Agreement comply with all federal laws applicable to the sub-consultant's employee and the requirements of A.R.S. § 23-214(A). The sub-consultant further agrees that the City may inspect the sub-consultant's books and records to insure that the sub-consultant is in compliance with these requirements. Any breach of this paragraph by the sub-consultant will be deemed to be a material breach of this Agreement subjecting the sub-consultant to penalties up to and including suspension or termination of this Agreement."

Any additional costs attributable directly or indirectly to remedial action under this Section shall be responsibility of the Consultant. In the event that remedial action under this Section results in delay to one or more tasks on the critical path of the Consultant's approved construction or critical milestones schedule, such period of delay shall be deemed excusable delay for which the Consultant shall be entitled to an extension of time, but not costs.

This Agreement represents the entire agreement between the CITY and the CONSULTANT relating to this requirement and shall prevail over any and all previous verbal and written agreements.

CONSULTANT:

  
 David Little, Project Manager \_\_\_\_\_  
 Date 11/7/16

APPROVED BY:

  
 David M. Smith, Mayor \_\_\_\_\_  
 Date

ATTEST:

*Asha Williams* for 12/21/16  
Ashlee Coronado, City Clerk Date

APPROVED AS TO FORM:

*Elda Orduno* 12/21/16  
Britt Hanson, City Attorney Date



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: October 16, 2018

Regular     Special

**DATE ACTION SUBMITTED:** October 4, 2018

REGULAR                       CONSENT

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

**SUBJECT:**    **DISCUSSION AND POSSIBLE DIRECTION TO THE CITY ATTORNEY (AND IF NECESSARY ARIZONA ATTORNEY GENERAL) TO REVIEW TAPES OF COUNCIL MEETING OF OCTOBER 2, 2018 AGENDA ITEMS 8 AND 9 TO DETERMINE WHETHER THERE IS EVIDENCE OF NEPOTISM AND CONFLICT OF INTEREST ON THE PART OF COUNCILPERSON CLINE TO FINANCIALLY BENEFIT A FAMILY MEMBER AND THE BISBEE FIRE FIGHTERS ASSOCIATION LOCAL 2146 OF WHICH HE IS AN OFFICER.**

**FROM:**            Douglas Dunn, Councilmember Ward II

**RECOMMENDATION:**

**PROPOSED MOTION:**            I move to direct the City Attorney to review the tapes of the October 2, 2018 Regular Session items 8 and 9 to determine whether there is evidence of nepotism or conflict of interest on the part of Councilmember Cline to financially benefit a family member and the Bisbee Fire Fighters Association Local 2146 of which he is an officer.

**DISCUSSION:**

Councilmember Dunn also recommends scheduling a Work Session regarding conflict of interest & relationships between Staff and City Council Members.

**FISCAL IMPACT:**

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

**Prepared by:**

\_\_\_\_\_  
Douglas Dunn  
Councilmember Ward II

**Reviewed by:**

\_\_\_\_\_  
Ashlee Coronado  
City Clerk



**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: October 16, 2018**

Regular     Special

<b>DATE ACTION SUBMITTED:</b> <u>October 10, 2018</u>	
REGULAR <input checked="" type="checkbox"/>	CONSENT <input type="checkbox"/>
<b>TYPE OF ACTION:</b>	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input checked="" type="checkbox"/>
FORMAL ACTION <input type="checkbox"/>	OTHER <input type="checkbox"/>
<b>SUBJECT:</b> Discussion and possible approval of O-18-09, authorizing the sale and transfer of city property near 429D Laundry Hill.	

**FROM:** Paul Esparza, Planning Manager

**RECOMMENDATION:** Approval and adoption of O-18-09 regarding the transfer of city property.

**PROPOSED MOTION:** I move to adopt O-18-09 authorizing the sale and transfer of city property to Jon Sky located near 429D Laundry Hill.

**DISCUSSION:** The applicant Mr. Sky desires to acquire a 330 sq ft portion of city parcel APN 103-61-179A to create a designated parking space for his contiguous parcels APN 103-61-175C and 177A. Mr. Sky is currently constructing a residential structure on the parcels and desires that parking will be available. The requested property size is 15' wide X 22' long.

The Planning and Zoning Commission held a public hearing on September 20, 2018 and recommended approval of the transfer of city property by a vote of three to two with one abstention. The estimated value of the property based on a realtor opinion is \$3/sf.

**FISCAL IMPACT:** \$990.00

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:** \$

Prepared by:   
Paul Esparza,  
Planning Manager

Reviewed by:   
Robert Smith,  
City Manager

**ORDINANCE O-18-09**

**AUTHORIZING THE SALE AND TRANSFER OF CERTAIN SURPLUS  
CITY PROPERTY, BEING APPROXIMATELY 330 SQUARE FEET  
ADJACENT TO 429D LAUNDRY HILL**

**WHEREAS**, pursuant to section 1.03 of the Charter of the City of Bisbee, the City has the authority to sell such City property as its interests may require; and

**WHEREAS**, Jon Sky, owner of 429D Laundry Hill, Bisbee, Arizona, applied to purchase a parcel owned by the City consisting of approximately 330 square feet adjacent to 429D Laundry Hill (the "Parcel"), and consisting of a portion of parcel APN 103-61-179A, more particularly described on Exhibit A hereto; and

**WHEREAS**, pursuant to Article 2.6.9 of the City Code, the Planning and Zoning Commission considered the Trust's application and recommends approval of the transfer of the Parcel, and further recommends that, because the Parcel has historically been associated with and used in connection with the property at 429D Laundry Hill, that the Parcel be sold to Mr. Jon Sky without public auction or bidding; and

**WHEREAS**, the Council, upon the recommendation of the Zoning Administrator, has determined that a fair price for the parcel is \$3.00/sf, for a total of \$990.00; and

**WHEREAS**, the public notice requirements of Article 2.6.9 of the City Code have been complied with; and

**WHEREAS**, pursuant to Section 7.05(h) of the City Charter, the sale or transfer of City property must be done by ordinance, and this action is in the best interests of the citizens of the City of Bisbee,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Bisbee, County of Cochise, State of Arizona, as follows:

The sale of that certain property more particularly described in the attached Exhibit A to the Trust for the sum

**Ordinance O-18-09**

of nine hundred and ninety dollars (\$990.00) to be paid in cash prior to the closing of this transaction, is hereby authorized and approved. The Mayor is further authorized to execute a Quit Claim Deed on behalf of the City for the transfer of this property and all additional documents that may be necessary for the completion of this transaction.

**PASSED, APPROVED AND ADOPTED** by the Mayor and Council of the City of Bisbee on this 16<sup>th</sup> day of October 2018.

---

David Smith, Mayor

**ATTEST:**

---

Ashlee Coronado,  
City Clerk

**APPROVED AS TO FORM:**

---

Britt W. Hanson,  
City Attorney

**EXHIBIT A**  
**LEGAL DESCRIPTION**

A PORTION OF LOT 45, BLOCK 23, BISBEE TOWNSITE, AS RECORDED IN BOOK 1 OF MAPS OF PLATS, PAGES 25-63, RECORDS OF COCHISE COUNTY, ARIZONA, SITUATED IN A PORTION OF SECTION 8, TOWNSHIP 23 SOUTH, RANGE 24 EAST, GILA AND SALT RIVER MERIDIAN, COCHISE COUNTY, ARIZONA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE MOST SOUTHERLY CORNER OF SAID LOT; THENCE N 61° 46" 00" W 10.00 FT ALONG THE LINE OF SAID LOT TO THE POINT OF BEGINNING;

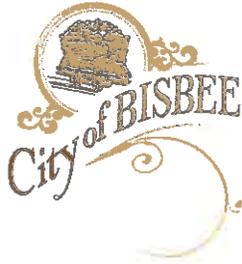
THENCE N 61° 46" 00" W 15.00 FEET ALONG THE LINE OF SAID LOT;

THENCE N 28° 14" 00" W 22.00 FEET;

THENCE S 61° 46" 00" E 15.00 FEET;

THENCE S 28° 14" 00" W 22.00 FEET TO THE **POINT OF BEGINNING**.

THE TOTAL AREA CONTAINS 330 SQUARE FEET OR 0.0075 ACRES, MORE OR LESS.



## Staff Report

**To:** Mayor and City Council  
**From:** Paul Esparza, Planning Manager  
**Re:** Sky Transfer of City Property Application  
**Date:** October 10, 2018

**Location:** The portion of city property described as APN 103-61-179A is located north of the applicant's parcels at 429D Laundry Hill.

**Zoning:** R-1

**Size of Parcel:** The portion of city parcel requested is approximately 330 square feet or .007 acre. The dimensions are 15' wide X 22' long.

**Reason for Application:** Mr. Sky desires to acquire the portion of city parcel to create a designated parking space for his contiguous parcels APN 103-61-175C and 177A which has a new residential structure currently under construction.

**Staff Analysis:** This application for the transfer of city property was previously before the P&Z Commission on May 17, 2018. The Commission did recommend approval of this request. This application has been referred to the Commission for their reconsideration based on a new finding. The P&Z Commission held a second public hearing on September 20, 2018 and recommended the transfer of city property by a vote of three to two with one abstention.

The recent sale of the home at 19F Laundry Hill would have landlocked the home at 17F Laundry Hill with no direct access to Laundry Hill Street had the entire subject parcel been sold to the applicant. The requested city property is now a smaller portion of APN 103-61-179A which is located immediately north of the applicant's parcels.

This city parcel has been historically used as a parking area. At approximately 480 square feet, it is not likely that this parcel could be developed by the city or used as open space since it is located between two existing parking areas.

Pursuant to Article 2.6.9 of the Bisbee City Code, prior to any sale, exchange, or abandonment of City property, the proposal to transfer the subject property shall be referred to the Planning and Zoning Commission for review and recommendation.



The City of Bisbee Public Works Director reviewed this request and provided an email that would support the transfer of this parcel of city owned property to the adjacent property owner. The sale of this parcel would generate a small increase in city property tax revenue and the proceeds from the sale would be used for capital improvements within the city.

**Public Comments:** A public notice was published in The Bisbee Observer, posted on the subject property and posted on the City's website. Property owners within 300 feet of the subject parcel have been given written notice of the public hearing date for this transfer of city property application.

To date, written comments in opposition to this request have been received from Mr. Brian Laird whose family owns an adjacent home on Laundry Hill.

**Parking Regulations:**

8.1.2 Residential- One (1) parking space for each family dwelling unit less than 1,000 square feet; and a minimum of two (2) spaces per unit for each dwelling unit more than 1,000 square feet.

8.7.1 Notwithstanding any other provision of this Zoning Code, for new residential construction in the Bisbee Historic Preservation Overlay Zone, if onsite parking or offsite parking is not feasible, the parking requirements of Article 8.1 of this Zoning Code shall not be applicable. The determination of feasibility shall be made by the Zoning Inspector. A property owner can appeal the Zoning Inspector's determination of feasibility to the Board of Adjustment.

**Fire Department Input:** The Bisbee Fire Department has been contacted regarding this request and will be present at the City Council meeting to convey their position on this request. The P&Z Commission asked that the Fire Department be present at the City Council meeting.

**Property valuation:** Staff contacted a local realtor and solicited their professional opinion of the square foot price for the city parcel at that location. \$2.5 to \$3 per square foot was verbally stated.

**Staff Recommendation:** The Planning and Zoning Commission has forwarded a favorable recommendation by a vote of three to two with one abstention to the Mayor and City Council for the transfer of a 15' wide X 22' long portion of APN 103-61-179A to the applicant with a minimum bid of \$990 or \$3 per square foot.



# APPLICATION FOR THE TRANSFER OF CITY PROPERTY or RIGHTS OF WAY

COMMUNITY DEVELOPMENT  
PLANNING & ZONING

- 1. Applicant's name: Jon SKY 103-61-177 474 D Laundry Hill CA
- 2. Mailing address: [REDACTED]
- 3. Phone# [REDACTED] Cell Phone \_\_\_\_\_
- 4. Email Address \_\_\_\_\_
- 5. Property address: 103-61-179A
- 6. Parcel number: \_\_\_\_\_

7. Please describe the reason for this request and the relationship of the subject property to any property currently owned by the applicant:

Every House on laundry hill has parkings with there house. 429 d Laundry Hill has been using this parking spot for the last 30 years. Just trying to make parkings legal for all on laundry Hill To alleviate any disputes

Applicant's signature: [Signature] Date 3/12/18

Administrative fee: \$300.00 plus costs.

Contact the Planning and Zoning Department at 432-6269 with any questions.