ATTENTION

IN-PERSON AUDIENCES AT CITY COUNCIL MEETINGS HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE

The meetings will continue to be live streamed on the city's Facebook page (https://www.facebook.com/COB118Arizona/). You do not have to have a Facebook account to view the meeting.

The public can submit comments that will be read at the dais by a staff member to publiccomment@bisbeeaz.gov.

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, JUNE 2, 2020 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____.

ROLL CALL

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

STAFF
Theresa Coleman, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Joelle Landers, Personnel Director
Jesus Haro, Public Works Director
Albert Echave, Police Chief
George Castillo, Fire Chief

CITY ATTORNEY
James Ledbetter

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

CALL TO THE PUBLIC

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

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

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds

2. Approval of the Consent Agenda

   A. Approval of the Minutes of the Regular Session of Mayor and Council held on May 19, 2020 at 7:00 pm.
   Ashlee Coronado, City Clerk

OLD BUSINESS

3. Discussion and Possible Approval of Ordinance O-20-09; Amending Article 16.2 Queen Mine Regulations and Fees and providing for repeal and severability.
   Theresa Coleman, City Manager

4. Discussion and Possible Approval of the Notice to adopt Ordinance O-20-10; Amending Article 4.5.1 Rates, and Establishing Article 4.5.2, Ambulance Subscriptions and providing for repeal and severability.
   Theresa Coleman, City Manager

NEW BUSINESS

5. Discussion and Possible Direction/Action on a petition received from Monika Patience regarding items blocking the Easement and Right of Way between 201 and 205 OK Street.
   David M. Smith, Mayor

6. Public Hearing on Truth and Taxation and Public Hearing and Discussion on FY 2020-21 Proposed Budget for the City of Bisbee.
   Keri Bagley, Finance Director

7. Discussion and Possible Approval of Resolution R-20-17; Adopting the Final Budget FY 20-21 for the City of Bisbee; Adopting the Alternative Expenditure Limitation for FY 20-21.
   Keri Bagley, Finance Director

8. Discussion and Possible Approval of PSPRS Pension Funding Policy.
   Keri Bagley, Finance Director

9. Discussion and Possible Approval to enter into the Cares Act Airport Agreement.
   Jesus Haro, Public Works Director

10. Discussion and Possible Approval to Repair the Sulzer Submersible Sewer Pump for the Mule Gulch Lift Station.

    Jesus Haro, Public Works Director

11. Discussion and Possible Approval of a Memorandum of Understanding between the City of Bisbee and the Bisbee Senior Association for the Senior Center.

    Theresa Coleman, City Manager

12. Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-20-11, Accepting the transfer of Real Property held by Mining Claim in the Saginaw Neighborhood.

    Theresa Coleman, City Manager

13. Discussion and Possible Approval of Resolution R-20-18; Authorizing an Election on Certain Proposed City Charter Amendments to be held on November 3, 2020.

    David M. Smith, Mayor/ Charter Review Liaison

14. Possible Approval of a motion to go into Executive Session for the purpose the performance evaluation of Ashlee Coronado, City Clerk.

    Per ARS § 38-431.03(a)(1), the City Council may vote to go into executive session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.

    David M. Smith, Mayor

15. 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 915 S. Tovreaville Road, Bisbee.

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

#1

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-2020203 DENTAL INSUR PAYABLE							
2233	DELTA DENTAL of ARIZONA	780694	PREMUIM CREDIT FOR COVID	05/18/2020	1,550.42-	1,550.42-	05/22/2020
2233	DELTA DENTAL of ARIZONA	780694	DENTAL-JUNE-20	05/18/2020	3,283.52	3,283.52	05/22/2020
10-2020802 DEFERRED COMPENSATION PAYABLE							
1623	NATIONWIDE RETIREMENT SO	20-0518	DEFERRED COMP	05/18/2020	338.10	338.10	05/22/2020
1623	NATIONWIDE RETIREMENT SO	20-0520	DEFERRED COMP	05/20/2020	5,508.60	5,508.60	05/22/2020
10-2020818 UNION DUES PAYABLE							
3677	AZ COPS	20-0520	UNION DUE-POLICE	05/20/2020	195.00	195.00	05/22/2020
1147	BISBEE FIREFIGHTERS LOCAL	20-0520	UNION DUES-FIRE	05/20/2020	405.00	405.00	05/22/2020
10-2021001 HEALTH INSURANCE PAYABLE							
7085	AARON HELTON	20-0514BCBS	REIMBURSEMENT-OVERPAYME	05/14/2020	65.64	65.64	05/18/2020
6917	BLUE CROSS BLUE SHIELD OF	37849-06-20-A	INSURANCE PREMIUM-BUY UP-	05/20/2020	11,658.65	11,658.65	05/22/2020
6917	BLUE CROSS BLUE SHIELD OF	37849-06-20-A	INSURANCE PREMIUM-CORE-J	05/20/2020	30,458.87	30,458.87	05/22/2020
6917	BLUE CROSS BLUE SHIELD OF	37849-06-20-C	INSURANCE PREMIUM-CREDIT	05/20/2020	15,838.67-	15,838.67-	05/22/2020
6671	CANTU, GUSTAVO	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	213.12	213.12	05/18/2020
4146	DAVEY, BRANDON	20-0514	REIMBURSEMENT-BUY-UP PLA	05/14/2020	165.76	165.76	05/18/2020
1069	GARDNER, STEVEN	20-0514BCBS	REIMBURSEMENT-OVERPAYME	05/14/2020	3,294.08	3,294.08	05/18/2020
5789	HICKMAN, CLARENCE	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	213.12	213.12	05/18/2020
5826	HIDALGO, RAUL	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	213.12	213.12	05/18/2020
3472	PEREZ, MARK A	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	189.44	189.44	05/18/2020
6279	RIVERA, SERGIO	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	213.12	213.12	05/18/2020
6958	SAAVEDRA, JOSE	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	165.76	165.76	05/18/2020
5932	TAPIA, MIGUEL	20-0514BCBS	REIMBURSEMENT-UY-UP PLAN	05/14/2020	213.12	213.12	05/18/2020
6200	WARD, JOE	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	236.80	236.80	05/18/2020
7084	WILLIAMS, ALISON	20-0514BCBS	REIMBURSEMENT-BUY-UP PLA	05/14/2020	236.80	236.80	05/18/2020
10-2021002 ADDITIONAL LIFE INSUR PAYABLE							
5455	MUTUAL OF OMAHA	1080173215	Employer Pd. Life Ins.	04/16/2020	981.75	981.75	05/22/2020
5455	MUTUAL OF OMAHA	1080173215	Voluntary Life & AD&D	04/16/2020	540.85	540.85	05/22/2020
10-2021005 AFLAC INSURANCE PAYABLE							
2111	AFLAC	933555	AFLAC-MAY 20	05/19/2020	1,613.48	1,613.48	05/22/2020
6208	DEFORD, ANDREW	032019PT	AFLAC ADJUSTMENT	05/27/2020	22.24	.00	
10-2021006 PREPAID LEGAL SVCS PAYABLE							
5909	LEGAL SHIELD	20-05-06	LEGAL-BFD-MAY 20 & JUNE 20	05/18/2020	77.70	77.70	05/22/2020
10-2021007 VISION CARE INSUR PAYABLE							
2344	VISION SERVICE PLAN	12137640-06-2	VISION CARE JUNE 20	05/18/2020	863.88	863.88	05/22/2020
10-2021008 HEALTH INSURANCE-COBRA							
6917	BLUE CROSS BLUE SHIELD OF	37849-06-20-A	INSURANCE PREMIUM-COBRA-	05/20/2020	938.64	938.64	05/22/2020
10-2024000 PAYROLL GARNISHMENTS PAYABLE							
6902	GURSTEL LAW FIRM, P.C.	20-0520	GARNISHMENT- CV2017-0023	05/20/2020	174.82	174.82	05/22/2020
3271	SUPPORT PAYMENT CLEARING	20-0520	SUPPORT CLEARING	05/20/2020	1,988.65	1,988.65	05/22/2020
10-34-40066 AMBULANCE FEES							
5982	HUMANA CLAIMS OFFICE	19-2746	REFUND FOR OVERPMT	05/26/2020	197.49	.00	
7087	RICHARD L. SANDERS	19-2746	REFUND FOR AMBULANCE BIL	05/26/2020	265.00	.00	
Total :					47,543.03	47,058.30	
CITY MANAGER							
10-51-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - City Mgr.	04/16/2020	22.43	22.43	05/22/2020
10-51-24000 PHONES							
6050	VERIZON	9854576052	City Mgr.	05/13/2020	55.29	55.29	05/22/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CITY MANAGER:					77.72	77.72	
FINANCE DEPARTMENT							
10-52-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Finance	04/16/2020	89.09	89.09	05/22/2020
10-52-41500 OFFICE SUPPLIES							
6340	OFFICE DEPOT	477735764002	INK CARTRIDGE	05/04/2020	32.08	.00	
10-52-42040 ADVERTISING							
1153	BISBEE OBSERVER	2572	PUBLIC NOTICE/ FY 20/21 BUD	05/14/2020	2,653.67	.00	
1153	BISBEE OBSERVER	2575	PUBLIC NOTICE/ TENATIVE BU	05/14/2020	24.35	.00	
10-52-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0507	PLEXIGLASS COUNTER SHIEL	05/07/2020	320.82	320.82	05/26/2020
Total FINANCE DEPARTMENT:					3,120.01	409.91	
CITY CLERK							
10-53-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - City Clerk	04/16/2020	32.76	32.76	05/22/2020
10-53-24000 PHONES							
6050	VERIZON	9854576052	City Clerk	05/13/2020	37.31	37.31	05/22/2020
10-53-41500 OFFICE SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	20-0507	CREDIT	05/07/2020	38.14-	38.14-	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	INK CARTRIDGES	05/07/2020	126.89	126.89	05/26/2020
6340	OFFICE DEPOT	488467651001	INK CARTRIDGE	05/05/2020	122.45	.00	
10-53-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0507	PLEXIGLASS COUNTER SHIEL	05/07/2020	320.82	320.82	05/26/2020
Total CITY CLERK:					602.09	479.64	
COMMUNITY DEVELOPMENT							
10-54-21000 ELECTRIC - SHELTER							
1097	AZ PUBLIC SERVICE (2 of 3)	1587010000-0	938 Tovreaville Rd Kennel #15870	05/21/2020	124.05	124.05	05/22/2020
10-54-46541 ECONOMIC DEVELOPMENT							
2314	COCHISE COUNTY TREASURE	20-0526	TAX CERTIFICATES-BIDDER #5	05/26/2020	2,948.57	2,948.57	05/26/2020
Total COMMUNITY DEVELOPMENT:					3,072.62	3,072.62	
ADMINISTRATION & GENERAL GOV'T							
10-55-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0149540000-0	118 AZ Street - #0149540000	05/21/2020	63.35	63.35	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	1097842562-0	Tovreaville Rd #1097842562	05/21/2020	218.16	218.16	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7290017491-0	2118 Newell St. Naco #72900174	05/21/2020	106.94	106.94	05/22/2020
10-55-24000 PHONES							
6943	CORPORATE PAYMENT SYSTE	20-0507	YIPTEL PHONE SERVICES-MAR	05/07/2020	642.48	642.48	05/26/2020
10-55-43500 POSTAGE							
6943	CORPORATE PAYMENT SYSTE	20-0507	STAMPS.COM	05/07/2020	27.39	27.39	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	POSTAGE	05/07/2020	250.00	250.00	05/26/2020
10-55-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4050437818	JANITORIAL SUPPLIES	05/13/2020	191.76	.00	
10-55-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0507	DIGITAL DOLPHINS-COVID SUP	05/07/2020	860.78	860.78	05/26/2020
Total ADMINISTRATION & GENERAL GOV'T:					2,360.86	2,169.10	
PERSONNEL							
10-56-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Personnel	04/16/2020	269.16	269.16	05/22/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-56-24000 PHONES							
6050	VERIZON	9854576052	HR	05/13/2020	42.74	42.74	05/22/2020
10-56-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0507	GIFT CARDS	05/07/2020	9,308.00	9,308.00	05/26/2020
	Total PERSONNEL:				9,619.90	9,619.90	
WATER SYSTEMS							
10-58-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6224970000-0	Douglas RD Pump - #622497000	05/18/2020	36.55	36.55	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7117441000-05	Tombstone Cyn Pump #71174410	05/18/2020	215.68	215.68	05/18/2020
	Total WATER SYSTEMS:				252.23	252.23	
INFORMATION SYSTEMS							
10-59-24001 T1 LINE FOR INTERNET ACCESS							
4059	SPARKLIGHT	20-0523/CH	Internet Svc- City Hall /915 S. Tov	05/18/2020	220.81	220.81	05/18/2020
10-59-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0507	GO DADDY.COM-DOMAIN RENE	05/07/2020	249.90	249.90	05/26/2020
	Total INFORMATION SYSTEMS:				470.71	470.71	
POLICE DEPARTMENT							
10-62-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Police Officers (Sworn)	04/16/2020	493.86	493.86	05/22/2020
5455	MUTUAL OF OMAHA	1080173215	STD/LTD - Police (Non-Sworn)	04/16/2020	85.59	85.59	05/22/2020
10-62-12500 RECRUITMENT/EMPLOYEE TESTING							
1275	COPPER QUEEN COMM. HOSPI	80007303	CREDIT	04/01/2020	20.00-	.00	
10-62-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0546921000-0	1 W HWY 92 Police #054692100	05/21/2020	818.02	818.02	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	0546921000-0	1 W HWY 92 Police #054692100	05/21/2020	818.02	818.02	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	0625720000-0	938 BTovreaville Rd Impound Lot	05/21/2020	49.95	49.95	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	8692621000-0	129 Tank Hill D - #8692621000	05/18/2020	72.77	72.77	05/18/2020
10-62-22000 WATER							
1106	AZ WATER COMPANY	03109045754-	35 HWY 92 T/CIR #03109045754	05/18/2020	71.70	71.70	05/18/2020
10-62-24000 PHONES							
6050	VERIZON	9854576052	Police	05/13/2020	777.78	777.78	05/22/2020
10-62-24001 INTERNET ACCESS FEES							
6050	VERIZON	9854584908	Police Air cards	05/13/2020	522.90	522.90	05/22/2020
10-62-34000 CONTRACT SERVICES							
1499	RICOH USA, INC	5059546449	COPIER MAINT AGRMNT/BPD	05/06/2020	68.87	.00	
10-62-41500 OFFICE SUPPLIES							
2412	COPPER QUEEN PUBLISHING	21591	ID CARD-BERNAL	05/07/2020	8.18	.00	
2412	COPPER QUEEN PUBLISHING	21592	ID CARDS-NASH & OLSEN	05/07/2020	16.37	.00	
6943	CORPORATE PAYMENT SYSTE	20-0507	CHARGED IN ERROR	05/07/2020	130.42	130.42	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	PAPER CLIPS	05/07/2020	34.20	34.20	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	ENVELOPES	05/07/2020	111.76	111.76	05/26/2020
10-62-42050 NON CAP ADMIN EQUIP/FURN							
6995	SAN DIEGO POLICE EQUIP CO	642390	9MM	04/30/2020	422.51	.00	
10-62-43500 POSTAGE							
6943	CORPORATE PAYMENT SYSTE	20-0507	STAMPS	05/07/2020	19.72	19.72	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	STAMPS	05/07/2020	25.00	25.00	05/26/2020
10-62-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4050437853	JANITORIAL SUPPLIES	05/13/2020	154.51	.00	
7060	CINTAS	4051028741	JANITORIAL SUPPLIES	05/20/2020	88.96	.00	
10-62-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0507	EQUIPMENT	05/07/2020	351.59	351.59	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	EQUIPMENT	05/07/2020	181.69	181.69	05/26/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5084	SHELL-WEX BANK	65322598	BILLING CHARGE	05/06/2020	10.00	10.00	05/22/2020
10-62-46621 AMMUNITION							
6943	CORPORATE PAYMENT SYSTE	20-0507	AMMO	05/07/2020	171.26	171.26	05/26/2020
10-62-50100 BLDG REPAIR & MAINT							
1659	ACE HARDWARE	29979	KEY	05/08/2020	6.50	.00	
1862	B&D LUMBER & HARDWARE	175665	TEXTURE, PAINT	05/14/2020	439.28	.00	
1862	B&D LUMBER & HARDWARE	175666	SHEETROCK	05/14/2020	13.49	.00	
1862	B&D LUMBER & HARDWARE	175670	PAINT, TAPE, DROP CLOTHS	05/14/2020	65.91	.00	
5349	GRASP HEATING & COOLING , I	815	SERVICED 3 MINI UNITS, SERVI	05/08/2020	147.00	.00	
10-62-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	223265	DISC PADS, AIR FILTER, OIL FIL	05/07/2020	358.74	.00	
6536	BISBEE NAPA AUTO PARTS	224472	WIPER BLADES	05/20/2020	21.92	.00	
10-62-62003 GASOLINE							
5084	SHELL-WEX BANK	65322598	FUEL/BPD	05/06/2020	32.95	32.95	05/22/2020
	Total POLICE DEPARTMENT:				6,571.42	4,779.18	
FIRE DEPARTMENT							
10-64-11100 F.I.C.A.							
6671	CANTU, GUSTAVO	20-0514	REIMBURSEMENT-NATIONWID	05/14/2020	33.54	33.54	05/18/2020
10-64-11200 MEDICARE							
6671	CANTU, GUSTAVO	20-0514	REIMBURSEMENT-FICA ERROR	05/14/2020	7.84	7.84	05/18/2020
10-64-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD/LTD - Fire	04/16/2020	890.95	890.95	05/22/2020
10-64-12500 RECRUITMENT/EMPLOYMENT TESTING							
1275	COPPER QUEEN COMM. HOSPI	80007303	PRE-EMPLYMNT/DRUG SCREE	04/01/2020	72.00	.00	
1275	COPPER QUEEN COMM. HOSPI	80007303	PRE-EMPLYMNT/DRUG SCREE	04/01/2020	72.00	.00	
1275	COPPER QUEEN COMM. HOSPI	80007303	PRE-EMPLYMNT/DRUG SCREE	04/01/2020	167.00	.00	
1275	COPPER QUEEN COMM. HOSPI	80007303	PRE-EMPLYMNT/DRUG SCREE	04/01/2020	72.00	.00	
10-64-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4361690000-0	645 Tombstone Cyn Sta 2 - #4361	05/18/2020	135.71	135.71	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	9079721000-0	192 Hwy 92 Hwy Fire Station #90	05/21/2020	409.78	409.78	05/22/2020
10-64-22000 WATER							
1106	AZ WATER COMPANY	03102028351-	Bisbee Fire Station 1 - #031-02-0	05/18/2020	33.17	33.17	05/18/2020
10-64-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472000555002	645 Tombstone Cyn - Fire #47200	05/18/2020	66.87	66.87	05/18/2020
10-64-24000 PHONES							
6050	VERIZON	9854576052	Fire	05/13/2020	289.97	289.97	05/22/2020
10-64-41500 OFFICE SUPPLIES							
6399	WIST OFFICE PRODUCTS	2008994	FIRE MARSHAL STAMP	05/20/2020	116.21	.00	
10-64-45300 CUSTODIAL SUPPLIES							
1659	ACE HARDWARE	29972	BAGS	05/07/2020	25.54	.00	
1659	ACE HARDWARE	30034	MURPHY OIL SOAP, PINE SOL,	05/13/2020	29.77	.00	
7060	CINTAS	4050437815	JANITORIAL SUPPLIES	05/13/2020	101.35	.00	
1698	SAFEWAY INC.	2035887	ALL LAUNDRY SOAP	05/13/2020	24.09	.00	
10-64-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	29972	HOOKS LG	05/07/2020	10.05	.00	
1659	ACE HARDWARE	29972	CREDIT	05/07/2020	6.00-	.00	
7086	LIVE ACTION SAFETY	71515	RESTOCKING BULLET PROOF	01/16/2020	903.54	.00	
10-64-46641 MEDICAL SUPPLIES							
1321	BOUND TREE MEDICAL, LLC	83611953	MEDICAL SUPPLIES/BFD	05/01/2020	649.44	.00	
1321	BOUND TREE MEDICAL, LLC	83620639	MEDICAL SUPPLIES/BFD	05/11/2020	363.24	.00	
10-64-50100 BLDG REPAIR & MAINT							
1659	ACE HARDWARE	30065	TEE, CONN, HOSE BIBB BALL V	05/15/2020	40.49	.00	
5349	GRASP HEATING & COOLING , I	962	SERVICE MASTER COOL, STOP	05/11/2020	100.00	.00	
10-64-55000 EQUIPMENT REPAIR & MAINT							
1659	ACE HARDWARE	30050	SPRAYPAINT	05/14/2020	13.15	.00	
1862	B&D LUMBER & HARDWARE	175653	H/D CONST ADHESIVE	05/14/2020	5.83	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-64-55200 NON CAP EQUIP PURCHASES							
6536	BISBEE NAPA AUTO PARTS	222404	WRENCH	04/27/2020	13.14	.00	
6536	BISBEE NAPA AUTO PARTS	222404	WRENCH	04/27/2020	16.43	.00	
10-64-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	222404	TURBOCHARGER SPEED SENS	04/27/2020	198.37	.00	
6536	BISBEE NAPA AUTO PARTS	224086	2.5 DEF, SPONGE	05/15/2020	26.75	.00	
Total FIRE DEPARTMENT:					4,882.22	1,867.83	
BUILDING & MAINTENANCE							
10-74-50100 BLDG REPAIR & MAINT							
5349	GRASP HEATING & COOLING , I	985	REPAIR A/C UNITS	05/19/2020	7,547.23	.00	
Total BUILDING & MAINTENANCE:					7,547.23	.00	
PUBLIC WORKS ADMINISTRATION							
10-75-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - PW-Admin.	04/16/2020	71.06	71.06	05/22/2020
10-75-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2518290000-0	404 Bisbee Rd - #2518290000	05/21/2020	40.09	40.09	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	5081307274-0	Tovreaville Rd. #5081307274	05/21/2020	142.12	142.12	05/22/2020
10-75-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472011113302	404 Bisbee Rd.- #472-0111133-02	05/21/2020	37.18	37.18	05/22/2020
10-75-24000 PHONES							
6050	VERIZON	9854576052	PW	05/13/2020	100.73	100.73	05/22/2020
10-75-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4050437818	JANITORIAL SUPPLIES	05/13/2020	95.88	.00	
10-75-46000 OPERATIONAL EXPENSES							
7060	CINTAS	5017416407	QWIK STICKS, LEATHER GLOV	05/26/2020	338.51	.00	
Total PUBLIC WORKS ADMINISTRATION:					825.57	391.18	
GARAGE							
10-77-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - PW Garage	04/16/2020	39.14	39.14	05/22/2020
10-77-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	Tovreaville Rd Warehouse $433.5	05/21/2020	147.45	147.45	05/22/2020
10-77-24000 PHONES							
6050	VERIZON	9854576052	City Garage	05/13/2020	73.44	73.44	05/22/2020
10-77-34000 CONTRACT SERVICES							
7060	CINTAS	4050437828	UNIFORMS-GAR	05/13/2020	36.91	.00	
7060	CINTAS	4051028833	UNIFORMS-GAR	05/20/2020	36.91	.00	
6448	UNIFIRST CORPORATION	3101017776	UNIFORMS/GAR	03/18/2020	29.92	.00	
Total GARAGE:					363.77	260.03	
BUILDING INSPECTOR							
10-79-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Bldg Inspector	04/16/2020	22.43	22.43	05/22/2020
10-79-24000 PHONES							
6050	VERIZON	9854576052	Bldg Insp	05/13/2020	18.54	18.54	05/22/2020
10-79-34000 CONTRACT SERVICES							
5392	COCHISE COUNTY FLEET MAIN	BISBEE 20-10	FLEET CHARGES-APR 20/BI	05/13/2020	226.80	.00	
Total BUILDING INSPECTOR:					267.77	40.97	
PARKS							

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-80-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Parks	04/16/2020	28.39	28.39	05/22/2020
10-80-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0655901000-0	E Vista Park - #0655901000	05/21/2020	36.39	36.39	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	3984490000-0	Main St Park - #3984490000	05/18/2020	77.11	77.11	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6333950000-0	Goar Park - #6333950000	05/18/2020	42.58	42.58	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6621361000-0	E Vista Court - #6621361000	05/21/2020	37.76	37.76	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6730341000-0	Brewery Gulch C Park #67303410	05/18/2020	36.39	36.39	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	9158520000-0	Vista Park - #9158520000	05/21/2020	36.39	36.39	05/22/2020
10-80-22000 WATER							
1106	AZ WATER COMPANY	03102062101-	Garfield Park TC- Parks-#031-02-	05/18/2020	110.37	110.37	05/18/2020
1106	AZ WATER COMPANY	03106053651-	Grassy Park- Restrooms 0310605	05/18/2020	426.26	426.26	05/18/2020
1106	AZ WATER COMPANY	03106058001-	City Park Brewery - Parks 031060	05/18/2020	110.74	110.74	05/18/2020
1106	AZ WATER COMPANY	03109012304-	Goar Park -#03109012304	05/18/2020	64.40	64.40	05/18/2020
1106	AZ WATER COMPANY	03109045722-	Traffic Circle #03109045722	05/18/2020	64.40	64.40	05/18/2020
1106	AZ WATER COMPANY	03109069151-	Saginaw Park - Parks # 03109069	05/18/2020	25.88	25.88	05/18/2020
10-80-24000 PHONES							
6050	VERIZON	9854576052	Parks	05/13/2020	92.01	92.01	05/22/2020
10-80-34000 CONTRACT SERVICES							
7060	CINTAS	4050437828	UNIFORMS-PARKS	05/13/2020	20.57	.00	
7060	CINTAS	4051028833	UNIFORMS-PARKS	05/20/2020	20.57	.00	
6448	UNIFIRST CORPORATION	3101017777	UNIFORMS/PARKS	03/18/2020	24.59	.00	
10-80-34100 DOC WORKERS							
3163	AZ STATE PRISON CMPLX-DOU	D08122020031	DOC LABOR CREW/PKS	05/13/2020	96.00	.00	
10-80-45200 SAFETY EQUIP & SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	20-0507	MUTT MITTS	05/07/2020	1,175.26	1,175.26	05/26/2020
10-80-46802 LANDSCAPING MATERIALS							
1659	ACE HARDWARE	30033	MULCH	05/13/2020	35.75	.00	
1659	ACE HARDWARE	30059	MULCH	05/15/2020	44.69	.00	
1659	ACE HARDWARE	30067	MULCH	05/16/2020	35.75	.00	
1659	ACE HARDWARE	30119	COOLING BANDANA, RISER, N	05/21/2020	63.09	.00	
1862	B&D LUMBER & HARDWARE	175807	POP UP HALF, PTFE TAPE, PVC	05/21/2020	37.20	.00	
1862	B&D LUMBER & HARDWARE	175814	ROTOR SPRINKLER, PVC NIPP	05/21/2020	23.25	.00	
1862	B&D LUMBER & HARDWARE	175835	CABLESAW CUTTER, TUBING C	05/22/2020	25.69	.00	
10-80-55200 NON CAP EQUIP PURCHASES							
1862	B&D LUMBER & HARDWARE	175852	METAL SHELVING, SNOW SCO	05/22/2020	151.07	.00	
6943	CORPORATE PAYMENT SYSTE	20-0507	COCHISE LOCK & SAFE	05/07/2020	988.78	988.78	05/26/2020
10-80-61000 REPAIRS & MAINT - VEHICLES							
1393	SIERRA VISTA GLASS INC	104436	FRONT DOOR PASSENGER	05/08/2020	179.43	.00	
	Total PARKS:				4,110.76	3,353.11	
SWIMMING POOL							
10-81-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2409211000-05	Quality Hill - Pool #2409211000	05/18/2020	137.75	137.75	05/18/2020
10-81-22000 WATER							
1106	AZ WATER COMPANY	03106006471-	Swimming Pool - 03106006471	05/18/2020	397.27	397.27	05/18/2020
10-81-24000 PHONES							
6050	VERIZON	9854576052	City Pool	05/13/2020	27.63	27.63	05/22/2020
	Total SWIMMING POOL:				562.65	562.65	
LIBRARY							
10-83-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Library	04/16/2020	35.32	35.32	05/22/2020
10-83-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	3331410000-0	6 MAIN St Library - Library -#3331	05/18/2020	300.69	300.69	05/18/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-83-22000 WATER							
1106	AZ WATER COMPANY	03106016751-	Library - Lib 03106016751	05/18/2020	68.76	68.76	05/18/2020
10-83-34000 CONTRACT SERVICES							
1499	RICOH USA, INC	33477521	COPIER MAINT AGRMNT/LIB	05/15/2020	99.89	.00	
5710	XEROX CORPORATION	10215763	BASE CHARGE & USAGE/LIB	05/01/2020	51.72	.00	
10-83-41500 OFFICE SUPPLIES							
4926	AMAZON	459459498858	OFFICE SUPPLIES	04/27/2020	39.60	.00	
4926	AMAZON	467599845468	OFFICE SUPPLIES	04/23/2020	40.14	.00	
4926	AMAZON	468598668893	OFFICE SUPPLIES	04/23/2020	39.98	.00	
4926	AMAZON	654983956878	OFFICE SUPPLIES	04/16/2020	45.78	.00	
10-83-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4051028771	JANITORIAL SUPPLIES	05/20/2020	62.44	.00	
10-83-46000 OPERATIONAL EXPENSES							
4926	AMAZON	496338494948	SNEEZE GUARD	04/25/2020	109.83	.00	
4926	AMAZON	563848457997	AMMEX BLK NITR	05/04/2020	38.30	.00	
4926	AMAZON	738598868968	GROCERY BAGS	05/04/2020	101.96	.00	
10-83-46831 BOOKS							
4926	AMAZON	433783465635	BOOKS	04/23/2020	56.81	.00	
4926	AMAZON	497759757354	BOOKS	04/16/2020	4.74	.00	
4926	AMAZON	567385756774	BOOKS	05/05/2020	140.77	.00	
4926	AMAZON	586748795467	BOOKS	04/16/2020	298.40	.00	
4926	AMAZON	637963537696	BOOKS	05/07/2020	28.85	.00	
4926	AMAZON	656876949596	BOOKS	04/22/2020	55.81	.00	
4926	AMAZON	695396997537	BOOKS	04/16/2020	24.15	.00	
4926	AMAZON	695474368347	BOOKS	05/05/2020	9.89	.00	
4926	AMAZON	788938553755	CREDIT	05/06/2020	3.40-	.00	
4926	AMAZON	789673457734	CREDIT	04/24/2020	1.02-	.00	
4926	AMAZON	844496579366	BOOKS	04/22/2020	33.17	.00	
4926	AMAZON	987678533447	BOOKS	04/16/2020	18.39	.00	
10-83-46832 AUDIO VISUAL MATERIAL							
4926	AMAZON	455486898455	DVD'S	04/17/2020	12.96	.00	
4926	AMAZON	659749947388	DVD'S	04/19/2020	12.99	.00	
4926	AMAZON	875774746447	DVD'S	04/17/2020	24.22	.00	
4926	AMAZON	877663974488	DVD'S	05/06/2020	12.96	.00	
4926	AMAZON	898359665469	DVD'S	04/18/2020	111.51	.00	
4926	AMAZON	978639448547	DVD'S	04/24/2020	17.96	.00	
4926	AMAZON	997988878949	DVD'S	04/20/2020	14.96	.00	
10-83-46834 PERIODICALS							
4926	AMAZON	588448753694	MAGAZINE RENEWAL	04/14/2020	19.99	.00	
4926	AMAZON	747586379577	MAGAZINE RENEWAL	04/14/2020	81.99	.00	
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	5.00	5.00	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	17.00	17.00	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	19.99	19.99	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	37.95	37.95	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	119.99	119.99	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	24.99	24.99	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	39.99	39.99	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	32.00	32.00	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	24.00	24.00	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	19.99	19.99	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	19.95	19.95	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	25.00	25.00	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	19.95	19.95	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	16.99	16.99	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	13.00	13.00	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	36.95	36.95	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	29.95	29.95	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	MAGAZINE RENEWAL	05/07/2020	19.95	19.95	05/26/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-83-50100 BLDG REPAIR & MAINT							
6943	CORPORATE PAYMENT SYSTE	20-0507	PVC MOLDING FOR BATHROO	05/07/2020	56.94	56.94	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	NEW SIGN	05/07/2020	70.69	70.69	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	PAINTING SUPPLIES	05/07/2020	97.68	97.68	05/26/2020
5349	GRASP HEATING & COOLING , I	950	SWAMP COOLER MAINTENANC	05/07/2020	1,282.00	.00	
Total LIBRARY:					4,040.46	1,152.72	
SENIOR CITIZENS CENTER							
10-85-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8339841000-0	300 Collins Rd. #8339841000	05/21/2020	424.56	424.56	05/22/2020
10-85-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4049972561	JANITORIAL SUPPLIES	05/06/2020	38.05	.00	
7060	CINTAS	4050437805	JANITORIAL SUPPLIES	05/13/2020	82.97	.00	
7060	CINTAS	4051028778	JANITORIAL SUPPLIES	05/20/2020	38.05	.00	
7060	CINTAS	4051028799	JANITORIAL SUPPLIES	05/20/2020	35.55	.00	
7060	CINTAS	4051028799	JANITORIAL SUPPLIES	05/20/2020	71.11	.00	
7060	CINTAS	4051028833	JANITORIAL SUPPLIES	05/20/2020	22.21	.00	
10-85-50100 BLDG REPAIR & MAINT							
7061	PAINTING ETC., LLC	20-0427	FINAL PAYMENT ON RE-ROOF	04/27/2020	2,012.00	.00	
Total SENIOR CITIZENS CENTER:					2,724.50	424.56	
Total GENERAL FUND:					99,015.52	76,442.36	
PUBLIC SAFETY - FIRE GRANTS							
GRANT EXP - PS - FIRE							
17-40-22506 FEMA EQUIPMENT GRANT							
5633	L. N. CURTIS & SONS	518639	RAPTOR BAC BREATHING AIR	05/12/2020	44,207.21	.00	
Total GRANT EXP - PS - FIRE:					44,207.21	.00	
Total PUBLIC SAFETY - FIRE GRANTS:					44,207.21	.00	
TRANSIENT ROOM TAX							
FUND EXPENDITURES							
20-40-34000 CONTRACT SERVICES							
5710	XEROX CORPORATION	10341402	BASE CHARGE & USAGE/VC	05/13/2020	51.72	.00	
20-40-42040 ADVERTISING							
6943	CORPORATE PAYMENT SYSTE	20-0507	WIX SOCIAL MEDIA APP	05/07/2020	4.95	4.95	05/26/2020
Total FUND EXPENDITURES:					56.67	4.95	
Total TRANSIENT ROOM TAX:					56.67	4.95	
STREETS							
FUND EXPENDITURES							
21-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Street	04/16/2020	69.08	69.08	05/22/2020
21-40-12300 UNIFORMS & CLOTHING							
5826	HIDALGO, RAUL	20-0508	REIMBURSEMENT/BOOTS	05/08/2020	118.84	.00	
5826	HIDALGO, RAUL	20-0508	REIMBURSEMENT/BOOTS	05/08/2020	75.62	.00	
21-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4470670000-0	60 Brewer Gulch Sp 3 - #4470670	05/18/2020	37.68	37.68	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	5847770000-0	60 Brewer Gulch Sp 2 - #5847770	05/18/2020	73.25	73.25	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	$433.53x25% Streets	05/21/2020	73.73	73.73	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7700160000-0	60 Brewer Gulch Sp 4 - #7700160	05/18/2020	37.68	37.68	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	8186260000-0	170 Hwy 92 - #690982286	05/21/2020	105.52	105.52	05/22/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1097	AZ PUBLIC SERVICE (2 of 3)	8583641000-0	60 Brewer Gulch Sp 1 - #8583641	05/18/2020	205.49	205.49	05/18/2020
1879	AZ PUBLIC SERVICE (3 of 3)	AR0480007191	UTILITY POLES/STREETS	05/12/2020	1,759.13	.00	
21-40-24000 PHONES							
6050	VERIZON	9854576052	Streets	05/13/2020	194.46	194.46	05/22/2020
21-40-24001 INTERNET							
6050	VERIZON	9854576052	Streets Air Card	05/13/2020	14.67	14.67	05/22/2020
21-40-34000 CONTRACT SERVICES							
7060	CINTAS	4050437828	UNIFORMS-STREETS	05/13/2020	53.35	.00	
7060	CINTAS	4051028833	UNIFORMS-STREETS	05/20/2020	53.35	.00	
5392	COCHISE COUNTY FLEET MAIN	BISBEE 20-10	FLEET CHARGES-APR 20/STR	05/13/2020	362.70	.00	
21-40-42050 NON CAP ADMIN EQUIP/FURN							
1862	B&D LUMBER & HARDWARE	175721	BYPASS LOPPER	05/18/2020	38.03	.00	
21-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	175592	3"-5" CLAMP	05/12/2020	3.90	.00	
1862	B&D LUMBER & HARDWARE	175663	MUD KNIVES	05/14/2020	19.49	.00	
1862	B&D LUMBER & HARDWARE	175670	PAINT BRUSHES	05/14/2020	26.61	.00	
1828	HOME DEPOT CREDIT SERVIC	24627	HOPPER GUN, SAWHORSES	04/17/2020	140.38	140.38	05/22/2020
1828	HOME DEPOT CREDIT SERVIC	3924137	DEWALT FLEXVOLT ION BATTE	04/30/2020	588.55	588.55	05/22/2020
21-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30101	CHAIN, BAR, CONCRETE MIX	05/19/2020	66.37	.00	
1659	ACE HARDWARE	30106	CREDIT	05/19/2020	55.87-	.00	
1862	B&D LUMBER & HARDWARE	175606	MOTOR OIL	05/13/2020	7.31	.00	
1862	B&D LUMBER & HARDWARE	175771	WH MARKING PAINT BRAKE CL	05/19/2020	36.98	.00	
1862	B&D LUMBER & HARDWARE	175810	BI METAL DOOR LOCK KIT	05/21/2020	21.45	.00	
21-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	223763	AIR FILTER	05/12/2020	7.00	.00	
5618	HOLTZ INDUSTRIES, INC.	562624	CREDIT	05/14/2020	343.83-	.00	
21-40-62007 OTHER FLUIDS & LUBRICANTS							
7074	GUARDTOP, LLC	36176	TACK OIL	05/18/2020	733.62	.00	
	Total FUND EXPENDITURES:				4,524.54	1,540.49	
	Total STREETS:				4,524.54	1,540.49	
MISC. DONATIONS							
48-38-22515 LIBRARY DONATIONS SPEC BEQUEST							
6943	CORPORATE PAYMENT SYSTE	20-0507	ADA SINKS	05/07/2020	176.92	176.92	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	TILE FOR BATHROOM	05/07/2020	1,173.77	1,173.77	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	ADA SINKS	05/07/2020	19.03	19.03	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	ADA SINKS	05/07/2020	613.76	613.76	05/26/2020
	Total :				1,983.48	1,983.48	
	Total MISC. DONATIONS:				1,983.48	1,983.48	
AIRPORT FUND							
FUND EXPENDITURES							
50-40-22000 WATER							
1584	NACO WATER COMPANY LLC	090016500-05-	Airport Water	05/18/2020	117.07	117.07	05/18/2020
50-40-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	30028	PRESSURE GAUGE	05/12/2020	9.31	.00	
1862	B&D LUMBER & HARDWARE	175830	TIRE GAUGE	05/21/2020	6.62	.00	
50-40-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	175826	WATER TEST GAUGE, GALV NI	05/21/2020	83.11	.00	
1862	B&D LUMBER & HARDWARE	175861	NYLON LINE, HOSE BIBB, WALL	05/22/2020	24.75	.00	
6536	BISBEE NAPA AUTO PARTS	224416	AIR FILTER	05/20/2020	27.09	.00	
6536	BISBEE NAPA AUTO PARTS	224437	7018AC, SUPEROTE	05/20/2020	65.66	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6943	CORPORATE PAYMENT SYSTE	20-0507	POSTAGE TO RETURN ITEM	05/07/2020	17.38	17.38	05/26/2020
6464	FLIGHT LIGHT, INC	0072465-IN	OLD TYPE MOTOR FOR AB-100	05/06/2020	748.50	.00	
6464	FLIGHT LIGHT, INC	0072564-CM	CREDIT	05/15/2020	628.00-	.00	
50-40-50100 BLDG REPAIR & MAINT							
1862	B&D LUMBER & HARDWARE	175664	CREDIT	05/14/2020	229.25-	.00	
1862	B&D LUMBER & HARDWARE	175720	BOX NAIL, COIL ROOFING, AIR	05/18/2020	73.94	.00	
1862	B&D LUMBER & HARDWARE	175772	ROOF FLASHING	05/19/2020	19.63	.00	
1828	HOME DEPOT CREDIT SERVIC	6610631	ADJ HOLE CUTTER	04/11/2020	34.11	34.11	05/22/2020
1828	HOME DEPOT CREDIT SERVIC	7610608	WIRE, JC BOX, PRIMER, WIRE	04/10/2020	321.81	321.81	05/22/2020
	Total FUND EXPENDITURES:				691.73	490.37	
	Total AIRPORT FUND:				691.73	490.37	
SEWER FUND							
54-1019900 CLEARING ACCT--SEWER/TRASH A/R							
7088	ROGER THORESON	20-0520	REFUND FOR 101.060841.01	05/20/2020	25.23	.00	
	Total :				25.23	.00	
FUND EXPENDITURES							
54-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Sewer	04/16/2020	22.43	22.43	05/22/2020
54-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0516740000-0	42 Warren Cut Off Rd. Swr Bldg B	05/18/2020	452.15	452.15	05/18/2020
1097	AZ PUBLIC SERVICE (2 of 3)	2478030000-0	302 Teran St. #2478030000	05/21/2020	41.73	41.73	05/22/2020
1097	AZ PUBLIC SERVICE (2 of 3)	2954210000-0	42 Warren Cut Off Rd. Swr Bldg A	05/18/2020	45.23	45.23	05/18/2020
54-40-22000 WATER							
1106	AZ WATER COMPANY	03109050451-	6 W. HWY 80	05/18/2020	25.88	25.88	05/18/2020
1106	AZ WATER COMPANY	03109081151-0	Highway 80-Sewer Pond - Acct #	05/18/2020	74.24	74.24	05/18/2020
54-40-24000 PHONES							
6050	VERIZON	9854576052	Sewer	05/13/2020	117.52	117.52	05/22/2020
6050	VERIZON	9854576052	Sewer On Call	05/13/2020	18.54	18.54	05/22/2020
54-40-24001 INTERNET ACCESS FEE							
6050	VERIZON	9854576052	Sewer Air Card	05/13/2020	14.67	14.67	05/22/2020
54-40-34000 CONTRACT SERVICES							
7060	CINTAS	4050437828	UNIFORMS-WW	05/13/2020	31.80	.00	
7060	CINTAS	4051028833	UNIFORMS-WW	05/20/2020	31.79	.00	
54-40-42050 NON CAP ADMIN EQUIP/FURN							
1862	B&D LUMBER & HARDWARE	175659	SHOVEL	05/14/2020	11.69	.00	
54-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	175787	TAPE MEASURE	05/20/2020	14.62	.00	
4191	GRAINGER	9532841922	BULL POINT 18" OAL	05/14/2020	77.94	.00	
4191	GRAINGER	9538399339	COLD CHISEL 1X12	05/20/2020	54.42	.00	
54-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30023	WOOD SHIMS, PY PTRP, DBL T	05/12/2020	15.79	.00	
1659	ACE HARDWARE	30072	SPRAYPAINT, TOGGLE SWITCH	05/17/2020	22.83	.00	
1659	ACE HARDWARE	30076	WOOD SHIMS, FLEX SEAL MINI,	05/18/2020	24.75	.00	
1659	ACE HARDWARE	30094	MICROFIBER CLOTHS, ANT & R	05/19/2020	22.23	.00	
1659	ACE HARDWARE	30109	SHOCK, BALLCOCK ADJ, BUCK	05/20/2020	33.02	.00	
1659	ACE HARDWARE	30113	RECIP BLADE CARB, B HAMME	05/20/2020	24.20	.00	
6891	ARIZONA CERTIFIED TESTING	8750	REPAIR ON BACKFLOW PREVE	05/13/2020	480.00	.00	
1862	B&D LUMBER & HARDWARE	175622	PREMIX CONCRETE	05/13/2020	13.42	.00	
1862	B&D LUMBER & HARDWARE	175646	PREMIX CONCRETE, MIX MORT	05/14/2020	34.57	.00	
1862	B&D LUMBER & HARDWARE	175647	SILALATERXR ADMIX, GAL THE	05/14/2020	22.22	.00	
1862	B&D LUMBER & HARDWARE	175738	RTU INSECT CONTROL, VALVE	05/18/2020	16.28	.00	
1241	COCHISE COUNTY RECORDER	20-0519	LIEN RELEASE-10 @ $15.00	05/19/2020	150.00	150.00	05/20/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1241	COCHISE COUNTY RECORDER	20-0521	LIEN RELEASE-2 @ $15.00	05/21/2020	30.00	30.00	05/22/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	SENSAPHONE	05/07/2020	539.40	539.40	05/26/2020
54-40-46543 MANHOLE, PIPE & FITTINGS							
1659	ACE HARDWARE	30093	PVC PIPE, COUPLING, ELBOW,	05/19/2020	17.45	.00	
1862	B&D LUMBER & HARDWARE	175799	MALE ADAPTER, PVC COUPLIN	05/20/2020	15.82	.00	
6000	FERGUSON WATERWORKS #30	393042	LONG SLV L/A WDG REST GLN	05/21/2020	452.32	.00	
54-40-55005 EQUIP REPAIR&MAINT-COLLECTIONS							
6333	PHOENIX PUMPS, INC	3015746	35HP 460V 3520RPM DIAM PUM	05/13/2020	807.50	.00	
54-40-55100 REPAIR & MAINT - OTHER							
1769	RAUL VILLASENOR	11645	REPLACED SEWER LINE AT 326	05/05/2020	3,500.00	.00	
54-40-55200 NON CAP EQUIP PURCHASES							
1659	ACE HARDWARE	30008	I BEAM LEVEL 48", LEVEL 3" LIN	05/11/2020	36.31	.00	
6943	CORPORATE PAYMENT SYSTE	20-0507	COCHISE LOCK & SAFE	05/07/2020	988.79	988.79	05/26/2020
54-40-61000 VEHICLE PARTS & LABOR							
4922	FERGUSON ENTERPRISES #10	7841302-1	FOOT PEDAL	05/05/2020	36.39	.00	
4922	FERGUSON ENTERPRISES #10	8054217	6 TEST BALL	05/05/2020	187.50	.00	
	Total FUND EXPENDITURES:				8,505.44	2,520.58	
	Total SEWER FUND:				8,530.67	2,520.58	
SANITATION FUND							
FUND EXPENDITURES							
56-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Sanitation	04/16/2020	120.51	120.51	05/22/2020
56-40-12300 UNIFORMS & CLOTHING							
5932	TAPIA, MIGUEL	20-0516	REIMBURSEMENT/BOOTS	05/16/2020	135.86	.00	
56-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	$433.53x25% Sanitation	05/21/2020	73.73	73.73	05/22/2020
56-40-24000 PHONES							
6050	VERIZON	9854576052	Sanitation	05/13/2020	152.54	152.54	05/22/2020
56-40-24001 INTERNET							
6050	VERIZON	9854576052	Sanitation Air Card	05/13/2020	14.68	14.68	05/22/2020
56-40-34000 CONTRACT SERVICES							
7060	CINTAS	4050437828	UNIFORMS-SANITATION	05/13/2020	40.05	.00	
7060	CINTAS	4051028833	UNIFORMS-SANITATION	05/20/2020	40.05	.00	
56-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30036	ABSORBENT OIL	05/13/2020	26.97	.00	
56-40-46562 RECYCLING PROGRAM							
7060	CINTAS	4050437828	UNIFORMS-RECYCLING	05/13/2020	63.25	.00	
7060	CINTAS	4051028833	UNIFORMS-RECYCLING	05/20/2020	59.43	.00	
6050	VERIZON	9854576052	Recycle	05/13/2020	215.38	215.38	05/22/2020
56-40-61000 VEHICLE PARTS & LABOR							
6943	CORPORATE PAYMENT SYSTE	20-0507	HYDRAULIC HOSE ASSEMBLY	05/07/2020	235.18	235.18	05/26/2020
	Total FUND EXPENDITURES:				1,177.63	812.02	
	Total SANITATION FUND:				1,177.63	812.02	
QUEEN MINE FUND							
FUND EXPENDITURES							
59-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1080173215	STD - Queen Mine	04/16/2020	84.66	84.66	05/22/2020
59-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8295240000-0	HWY 80 Tour - QM - #829524000	05/18/2020	589.16	589.16	05/18/2020
59-40-22000 WATER							
1106	AZ WATER COMPANY	03109024701-	Queen Mine - #03109024701	05/18/2020	71.70	71.70	05/18/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
59-40-24000 PHONES							
6050	VERIZON	9854576052	Queen Mine	05/13/2020	55.29	55.29	05/22/2020
59-40-42040 ADVERTISING							
6456	SM SIGNS	20-0512	ADVERTISING SIGN	05/12/2020	400.00	.00	
59-40-42050 NON CAP ADMIN EQUIP/FURN							
1659	ACE HARDWARE	30024	LADDER	05/12/2020	83.83	.00	
59-40-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	30007	TOWELS, DIAMOND BLADE, SO	05/11/2020	34.44	.00	
1659	ACE HARDWARE	30024	LUMBER, STAIN	05/12/2020	34.44	.00	
59-40-45200 SAFETY EQUP & SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	20-0507	FACE MASKS	05/07/2020	63.54	63.54	05/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0507	HAND SANITIZER	05/07/2020	21.00	21.00	05/26/2020
59-40-55100 REPAIR & MAINT - OTHER							
1659	ACE HARDWARE	29990	WATERGUARD, LUMBER	05/09/2020	210.30	.00	
1659	ACE HARDWARE	30000	WATERGUARD, FASTENERS	05/11/2020	19.52	.00	
6943	CORPORATE PAYMENT SYSTE	20-0507	SCREWS	05/07/2020	108.03	108.03	05/26/2020
	Total FUND EXPENDITURES:				1,775.91	993.38	
	Total QUEEN MINE FUND:				1,775.91	993.38	
MISC. GRANTS							
FUND EXPENDITURES							
78-40-23012 FREEPORT SANJOSE LIBRARY ANNEX							
4926	AMAZON	449364895473	FREEPORT GRANT	04/23/2020	199.99	.00	
	Total FUND EXPENDITURES:				199.99	.00	
	Total MISC. GRANTS:				199.99	.00	
BISBEE BUS FUND							
FUND EXPENDITURES							
96-40-41607 CITY OPERATING EXPENSE							
6050	VERIZON	9854584908	Bisbee Bus	05/13/2020	52.98	52.98	05/22/2020
	Total FUND EXPENDITURES:				52.98	52.98	
	Total BISBEE BUS FUND:				52.98	52.98	
	Grand Totals:				162,216.33	84,840.61	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

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

AGENDA ITEM NUMBER 2A

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: May 27, 2020

REGULAR ☐ **CONSENT** ☒

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

SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON MAY 19, 2020 AT 7:00 PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on May 19, 2020 at 7:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

This meeting was closed to the public due to Covid 19

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, MAY 19, 2020 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL
Councilmember Louis Pawlik, Ward III, Mayor Pro Tempore
Councilmember Joni Giacomino, Ward II
Councilmember Bill Higgins, Ward I
Mayor David M. Smith
Councilmember Leslie Johns, Ward I Excused
Councilmember Joan Hansen, Ward II
Councilmember Anna Cline, Ward III

STAFF
Theresa Coleman, City Manager
Ashlee Coronado, City Clerk
Joelle Landers, Personnel Director
Jesus Haro, Public Works Director
Albert Echave, Police Chief

CITY ATTORNEY
James Ledbetter

INVOCATION: Mayor Smith asked for a moment of silence to think about our neighboring counties who continue to pick up cases very quickly.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith announced that there would be ceremonies at both cemeteries and the overlook on Memorial Day. This would be done by the VFW and the American Legion. We would post further details once we had them. All events would be done with social distancing, etc.
- Mayor Smith announced that Item 6 would be pulled from the agenda. It would be placed on the agenda at a later date when the public could attend a Work Session. Mayor Smith announced that Item 9 would be for discussion only and no action would be taken this evening.

CALL TO THE PUBLIC

- Stephan Green, said that he firmly supported the efforts to save and preserve the City Hall building and that it was important to maintain and preserve Bisbee's heritage.
- Yolanda Montiel, said it was an eyesore demolish it and rebuild.

- Margo McCartney, hated the idea of demolishing City Hall. She said that it was a historic building or it was on the way to become one. She wanted to see calculations and comparisons on the demolish and rebuild versus reinforce and rebuild.
- Randy Heiss said that he was in opposition of the proposed ambulance subscription fee on the agenda. He said citizens were unable to understand the fiscal impact because the amount was not included. He requested that there be a detailed staff analysis.
- Alice Hamers requested that there be a motion to table agenda item 6 until members of the public could be present.
- Benjamin Lepley, requested that the Council not rush into this. He said that two structural engineers and four architects have stated that they believe the shell was reproducible and could be supported with the assistance of grant money. The public needs an opportunity to reevaluate and discuss before the demolition.
- Ken Budge, asked questions regarding the city's published budget numbers in the May 7th Observer. He said that schedule F and E were off by $15,000. He also asked why schedule E was published twice.
- Ruby Odell, said that she did not support the mandatory ambulance fee. She requested that Council vote this down. She said that she lived on a fixed income and the monthly rate was beyond what she could pay. She requested that Council carefully consider and halt any further action on this proposal.
- Colleen Pardee, strongly stressed the importance of the City Hall building as a historical structure. It must be saved in some form.
- John and Judy Dawson, supported the 1% sales tax
- Michael Graves said he supported saving City Hall. He hoped we would work to save it with architects and engineers.
- Bill McGuire said he preferred that the City spend the least amount of money required to arrive at a convenient and efficient site for the new City Hall.
- Donna Pulling, asked about the emergency purchase of air conditioner units. She asked of what funds this would be paid.
- Sue Lamb, said she supported the preservation of Bisbee City Hall located in the Warren district. She opposed the demolition wholeheartedly.

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

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds

MOTION: Councilmember Cline moved to approve accounts payable in the amount of $284,260.90.
SECOND: Councilmember Hansen

Councilmember Cline asked questions about Cintas invoices and on the invoice for materials for the roof at the Library.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

   A. Approval of the Minutes of the Regular Session of Mayor and Council held on April 21, 2020 at 7:00 pm.

      Ashlee Coronado, City Clerk

B. Approval of the Minutes of the Special Session of Mayor and Council held on April 27, 2020 at 5:30 pm.
Ashlee Coronado, City Clerk

C. Approval of the Minutes of the Special Session of Mayor and Council held on April 28, 2020 at 5:30 pm.
Ashlee Coronado, City Clerk

D. Approval of the Minutes of the Special Session of Mayor and Council held on April 29, 2020 at 5:30 pm.
Ashlee Coronado, City Clerk

E. Approval of the Minutes of the Regular Session of Mayor and Council held on May 5, 2020 at 7:00 pm.
Ashlee Coronado, City Clerk

MOTION: Councilmember Cline moved to approve the consent agenda items 2A-2E
SECOND: Mayor Smith

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -6; NAYS -0

OLD BUSINESS

3. Discussion and Possible Approval of Ordinance O-20-08, Accepting the Transfer of Real Property from the Dycus Family Trust Located at 416 N Street, Bisbee.
Theresa Coleman, City Manager

Mayor Smith said that this was discussed during the last meeting and asked if there were any additional questions.

MOTION: Councilmember Pawlik moved to approve Ordinance O-20-08; Accepting the transfer of real property from the Dycus Family located at 416 N Street, Bisbee.
SECOND: Councilmember Hansen

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -6; NAYS -0

NEW BUSINESS

4. Discussion and Possible Approval of the FY21 Blue Cross/Blue Shield Insurance and Delta Dental Insurance renewal agreements.
Joelle Landers, Personnel Director

Ms. Landers explained that we had been with CBIZ for the last 10 years. Initially there was a 15.7% increase proposed for health insurance. They were able to successfully negotiate it down to a 5% increase. Ms. Landers

explained the changes to the plan for the coming year. Ms. Landers went on to say that the Delta Dental had increased by 3%.

Councilmember Giacomino asked about the different plans that were offered.

Councilmember Cline said that she was always grateful for CBIZ for always getting us the best rate.

MOTION: Councilmember Hansen moved to approve the FY 21 Blue Cross/Blue Shield Health Insurance and Delta Dental Insurance renewal agreements.
SECOND: Councilmember Cline

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -6; NAYS -0

5. Discussion and Possible Approval for service to install and repair City Hall Air Conditioners.
Jesus Haro, Public Works Director

Mr. Haro explained that three proposals were received and G.R.A.S.P. was the best deal.

Councilmember Giacomino asked what department this would fall under.

Mr. Haro responded that it would go under the building maintenance budget.

MOTION: Councilmember Pawlik moved to approve the payment for services to G.R.A.S.P. Heating and Cooling, Inc. for installing air-conditioning units to City Hall.
SECOND: Councilmember Hansen MOTION PASSED: UNANIMOUSLY

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -6; NAYS -0

6. Discussion, Direction and Possible Approval to Demolish the Structure at 118 Arizona Street.
Jesus Haro, Public Works Director

This item was pulled from the Agenda.

7. Discussion and Possible Approval of the Notice of Intent to adopt Ordinance O-20-09; Amending Article 16.2 Queen Mine Regulations and Fees and providing for repeal and severability.
Theresa Coleman, City Manager

Ms. Coleman explained that this had come about after moving the fees into a fee schedule. She said that wording had been rearranged to allow Council to establish fees by Resolution and also to address the special group rates.

MOTION: Councilmember Hansen moved to approve the Notice of Intent to adopt Ordinance O-20-09; Amending Article 16.2 Queen Mine Regulations and Fees and providing for repeal and severability.
SECOND: Mayor Smith

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -6; NAYS -0

8. Discussion and Possible Approval of Resolution R-20-16; Amending Queen Mine Section of the City Fee Schedule.

Theresa Coleman, City Manager

Ms. Coleman said that after many reviews we failed to include changes to the ages in the Queen Mine section of the fee schedule. The fees themselves did not change but the ages to which they apply did.

MOTION: Councilmember Hansen moved to approve Resolution R-20-16; Amending Queen Mine Section of the City Fee Schedule.
SECOND: Councilmember Pawlik

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -6; NAYS -0

9. Discussion and Possible Approval of the Notice of Intent to adopt Ordinance O-20-10; Amending Article 4.5.1 Rates, and Establishing Article 4.5.2, Ambulance Subscriptions and providing for repeal and severability.

Theresa Coleman, City Manager

Ms. Coleman explained that on the fee schedule that was approved there was a section for Ambulance Subscription and it indicated that it would be negotiated. There was nothing to report to the public because we had not gotten to the negotiation portion of the Ambulance Subscription. We needed to establish it as part of the Ordinance. She explained that she had come up with the idea of it being paid by all households. She said that $90,000 was included in the budget as possible Ambulance Subscription revenue. She said spread over all the household that would be around $2.50 per month. But that was the discussion she was looking for this evening. She went on to say that we also needed to address the cost for nonemergency, non-transport response or public assist.

Mayor Smith wanted to explain how we got here. He said that this was an item he personally brought up four years ago. He said that it was 100% voluntary situation for every household in our CON. This was nothing more than an insurance policy. This was being done in 19 different locations in the state of Arizona. He explained that this would cover the cost after insurance. It would assist us in collecting that additional revenue. He said the other issue brought up of non-emergency services was a very valid point. Our Fire Department was being called daily to locations to provide public assist to help people out of bed, etc. People were relying on us to do that instead of having to get caregivers to do that. This was tying up our rig and firefighters on every one of those situations. Those services were currently not paid for.

Councilmember Giacomino asked why our bill collection company was not going after those people that did not pay. If this was not voluntary there would be a big issue overlooked and that would've been rental properties. Property owners would still have to be mandated to pay that. She wanted to make sure this was clarified.

Ms. Coleman explained that this was up for discussion only. This would be up to the Council to provide the direction on how to move forward. Ms. Coleman said that it would come back to Council at a future meeting making it voluntary.

Councilmember Cline said that she had a lot of people that were upset that it was worded as being mandatory. If that was straightened out that would be better. She said that another concern she had was adding that revenue to the budget. She was unsure if that was a revenue goal we would meet.

10. Possible Approval of a motion to go into Executive Session for the purpose of discussion and consultation with City Attorney to provide legal guidance on pending matters.

    Per ARS § 38-431.03(a)(3)(7), the City Council may vote to go into executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body and for Discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.
    Theresa Coleman, City Manager

This item was pulled from the Agenda.

11. City Manager's Report:
    - Other Current events (No Discussion)
        - Ms. Coleman explained that the offer on 121 Fort Huachuca Lane had been accepted and would close in 30 days. She said that she was working with a private donor who wanted to participate in the affordable housing program and they would be working out the final payment with them.
        - Ms. Coleman said the platform GoToMeeting would be used in June to start back up with the committees that were established in the charter or code.
        - Ms. Coleman said that charter amendments would be included in the next meeting's packet.
        - Ms. Coleman informed the Council that she was working with SEAGO on an EDA grant. This would be with an emphasis on affordable housing.

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:

MOTION: Councilmember Higgins moved to adjourn the meeting.
SECOND: Councilmember Pawlik
MOTION PASSED: UNANIMOUSLY
ADJOURNMENT: 8:02 PM

_____
David M. Smith, Mayor

AGENDA ITEM NUMBER 3

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 20, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE O-20-09; AMENDING ARTICLE 16.2 QUEEN MINE REGULATIONS AND FEES AND PROVIDING FOR REPEAL AND SEVERABILITY

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Consent Agreement

PROPOSED MOTION: I move to approve Ordinance O-20-09; Amending Article 16.2 Regulations and Fees and Providing for Repeal and Severability

DISCUSSION:

This Ordinance will remove the listed fees within this section of the City Code. These fees are now listed within the City Fee Schedule.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

ORDINANCE O-20-09

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AMENDING ARTICLE 16.2 REGULATIONS AND FEES AND PROVIDING FOR REPEAL AND SEVERABILITY

WHEREAS, the Admission Fees are located in the City Code of Bisbee, Chapter 16, Article 16.2 of Queen Mine, Admission Fees; and

WHEREAS, the City of Bisbee has decided to place all fees, fines application fees etc. into a fee scheduled for ease of use; and

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AS FOLLOWS:

Section 1. Article 16.2.1 Admission Fees is amended to read as follows:

[~~Deleted~~] = Deleted Language
[__] = New Language

ARTICLE 16.2 REGULATIONS AND FEES
(O-20-09, O-05-23; O-02-18; O-97-21; O-92-30; O-92-05; O-91-09; O-90-21)
16.2.1 Admission Fees

A. The City Council may establish, from time to time by Resolution the fees for Queen Mine Underground Tour.

~~A. Individuals~~
~~1. Queen Mine Underground Tour~~
~~a. Adults (16 years of age and over) $12.00~~
~~b. Youth (4 years to15 years of age) $ 5.00~~
~~c. Joint Enhanced Adult Ticket with Bisbee Mining & Historical Museum $16.00~~
~~2. Surface Tour~~
~~All persons (under three years of age free) $10.00~~
~~B. Group Tours~~
~~Group rates shall be established for groups of ten (10) or more people making reservations at least seven (7) calendar days in advance as follows:~~
~~1. Queen Mine Underground Tour~~
~~a. Adults (16 years of age and over) $10.00~~
~~b. Youth (4 years to15 years of age) $ 5.00~~
~~c. School Group Tours (20 or more youth from schools) $ 4.00~~
~~d. Joint Enhanced Adult Ticket with Bisbee Mining & Historical Museum $13.00~~
~~2. Surface Tour~~
~~All persons (under three years of age free) $ 8.00~~
~~C. City Residents~~
~~All Bisbee City residents, accompanied by three (3) or more paying guests shall be admitted free to the underground mine tour.~~

~~D. City Employee Rates~~

~~City employees shall be charged 50% of the regular rates.~~

~~E. Other Rates~~

B. The City Manager may, under special circumstances, set group rates. These rates may be based on additional service to the group or other special conditions. The Queen Mine Manager, with the City Manager's approval, will set the rental rates for the window cases.

Section 2. All Ordinances, parts of Ordinances, Resolutions or parts of Resolutions in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

Section 3. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of any court or competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee, Arizona this 2nd 1day of June, 2020.

APPROVED:

_____
David M. Smith, Mayor

ATTEST:

_____
Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

_____
James Ledbetter, City Attorney

AGENDA ITEM NUMBER 4

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 20, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF THE NOTICE OF INTENT TO ADOPT ORDINANCE O-20-10, AMENDING ARTICLE 4.5.1 RATES, AND ESTABLISHING ARTICLE 4.5.2, AMBULANCE SUBSCRIPTIONS AND PROVIDING FOR REPEAL AND SEVERABILITY

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Consent Agreement

PROPOSED MOTION: I move to approve the Notice of Intent to adopt Ordinance O-20-10, Amending Article 4.5.1 Rates, and Establishing Article 4.5.2, Ambulance Subscriptions and providing for repeal and severability

DISCUSSION:

This Ordinance will remove the fees listed within article 4.5.1 of the City Code and allows Mayor and Council to establish and set future fees by Resolution. These fees are now listed within the City Fee Schedule. This Ordinance also establishes the Ambulance Subscriptions.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

NOTICE OF INTENT
ORDINANCE O-20-10

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AMENDING ARTICLE 4.5.1 RATES AND ESTABLISHING ARTICLE 4.5.2, AMBULANCE SUBSCRIPTIONS AND PROVIDING FOR REPEAL AND SEVERABILITY

WHEREAS, the City of Bisbee has decided to place all fees, fines application fees etc. into a fee scheduled for ease of use; and

WHEREAS,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AS FOLLOWS:

Section 1. Article 4.5.1 Rates is amended to read as follows:

[~~Deleted~~] = Deleted Language
[__] = New Language

4.5.1 Rates

~~The rates for ambulance services provided by the City of Bisbee shall be as follows:~~

~~ALS Base Rate~~	~~$947.87~~
~~BLS Base Rate~~	~~$947.87~~
~~Mileage Charge (Patient loaded miles)~~	~~$16.73 per mile~~
~~Standby/Waiting Charge~~	~~$236.96per hour after first 15 minutes~~
~~Disposable Medical Supplies~~	~~Pursuant to A.R.S. § 36-2239(D) Charges Allowed~~
~~Subscription Rate~~	~~None~~

A. The City Council may establish, from time to time by Resolution the fees for Ambulance Services to include Non-Emergency, Non-Transport Response or "Public Assist".

4.5.2 Ambulance Subscriptions

The annual voluntary ambulance subscription may be paid by households in the City of Bisbee. The Subscription will cover the difference between the rates for ambulance service, as authorized by the State, and the portion covered by medical insurance providers. Households outside of the City limits and within the City of Bisbee ambulance service area may participate in the subscription program. The ambulance subscription shall be negotiated, from time to time, by the City Council to offset the uncollectable portion of the annual ambulance services billed.

Section 2. All Ordinances, parts of Ordinances, Resolutions or parts of Resolutions in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

Section 3. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of any court or competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee, Arizona this _____ day of May, 2020.

APPROVED:

_____
David M. Smith, Mayor

ATTEST:

_____
Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

_____
James Ledbetter, City Attorney

AGENDA ITEM NUMBER 5

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: May 27, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE ACTION/DIRECTION ON A PETITION RECEIVED FROM MONIKA PATIENCE REGARDING ITEMS BLOCKING THE EASEMENT AND RIGHT OF WAY BETWEEN 201 AND 205 OK STREET

FROM: David M. Smith, Mayor

RECOMMENDATION: At Mayor and Council's Discretion

PROPOSED MOTION: At Mayor and Council's Discretion

DISCUSSION:

Ms. Patience has submitted the attached petition to Mayor and Council regard. Council is required to hear this petition within 3 Council meetings.

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
Mayor

RECEIVED
MAY 19 2020
City Clerk's Office
City of Bisbee

FAX

5/18/2020

TO: Petition to the Mayor and City Council 520-432-6069

FROM:Monika Patience 206 OK street Bisbee 480-248-2776 MP

Pages including this on 3

DATE TAKEN OUT: 5/18/2020

PETITION TO THE MAYOR AND CITY COUNCIL

I/We, Petition the Mayor and the City Council of the City of Bisbee because:

SEE ATTACHED STATED PROBLEM

(State Problem)

ACTION DESIRED

I/We would like the Mayor and Council to consider taking the following action(s):

SEE ATTACHED ACTION DESIRED

(State Possible Solution to Problem. Be **SPECIFIC**.)

THIS PETITION WILL BE CONSIDERED AND ANY ACTION WILL BE TAKEN WITHIN THREE REGULAR CITY COUNCIL MEETINGS.

DATE	SIGNATURE	PRINTED NAME	ADDRESS
5/18/2020	Monika Patience	Monika Patience	206 Ok st Bisbee AZ 85603

Signed: Monika Patience
Circulator

Petition Format Adopted by City Council on 12/6/94

STATED PROBLEM

A.

3 scooters a big rolled up fence and a rock garden are parked permanently in a one vehicle space,on city property, adjacent to 201 OK street Bisbee

B

3 red cones are placed in the street, in front of the garage on 205 OK street. and a big stone painted bright orange on the side of the garage in front of the parking area. The property line to OK street actually goes 4 feet inside the garage

The problem is that no one else can get access to parking and turn around area in a congested neigboorhood and the scooters, fence, garden, stones and cones block traffic in and out of this area.

ACTION DESIRED

A.

Only one vehicle at a time to have access to the parking area and the vehicle should be rotated according to the City Code. Remove the rolled up fence and the stones marking the garden and the garden.

B.

Remove the cones and stone in front and side of the 205 OK garage so the paper lady can turn around. The paper lady has been told by the owner of 205 OK not to turn around there. I could then start the paper again

MP

AGENDA ITEM NUMBER 20

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: May 26, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: PUBLIC HEARING ON TRUTH IN TAXATION AND PUBLIC HEARING AND DISCUSSION ON FY 2020-21 PROPOSED BUDGET FOR THE CITY OF BISBEE

FROM: Keri Bagley

RECOMMENDATION: N/A – Public Hearing

PROPOSED MOTION: N/A

DISCUSSION:

Arizona Revised Statutes § 42-17107 states that the governing body shall hold a public hearing if the proposed primary property tax levy amount, excluding amounts attributable to new construction, is greater than the levy amount in the previous year. Staff is recommending a change in the primary property tax rate from $2.9366 to $2.9954 per one hundred dollars ($100) of assessed value, which is the maximum tax rate allowed by the state this year.

A truth in taxation hearing is required because the new tax rate will generate an additional $21,608 in property tax revenues. Assessed value of property in the City of Bisbee has increased from $37,018,681 to $37,637,169. The purpose of the hearing is to give taxpayers an opportunity to be heard in favor of or against any proposed tax levy and the FY20-21 budget.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Keri Bagley
Keri Bagley
Finance Director

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

TRUTH IN TAXATION HEARING
Notice of Tax Increase

In compliance with section 42-17107, Arizona Revised Statutes, the City of Bisbee is notifying its property taxpayers of Bisbee's intention to raise its primary property taxes over last year's level. The City of Bisbee is proposing an increase in primary property taxes of $21,608 or 2%.

For example, the proposed tax increase will cause the City of Bisbee's primary property taxes on a $100,000 home to be $299.54 (total proposed taxes including the tax increase). Without the proposed tax increase, the total taxes that would be owed on a $100,000 home would have been $293.66.

This proposed increase is exclusive of increased primary property taxes received from new construction. The increase is also exclusive of any changes that may occur from property tax levies for voter approved bonded indebtedness or budget and tax overrides.

All interested citizens are invited to attend the public hearing on the tax increase that is scheduled to be held Tuesday, June 2, 2020 at 7:00 p.m. in the City of Bisbee Council Chambers, 915 S Tovreaville Rd., Bisbee, Arizona.

PROPERTY TAX NOTICE

The purpose of the Truth in Taxation hearing is for the discussion of an increase in primary property tax revenues, not the tax rate. The 2020 primary property tax rate will increase from $2.9366 per one hundred dollars of assessed valuation to $2.9954 per one hundred dollars of assessed valuation. Assessed valuation of property within the Bisbee city limits has increased from $37,018,681 to $37,637,169.

2020 LEVY LIMIT WORKSHEET

Date: 2/10/2020

COCHISE COUNTY - CITY OF BISBEE

MAXIMUM LEVY	**2019**
A.1. Maximum Allowable Primary Tax Levy	$1,079,169
A.2. A.1 multiplied by 1.02	$1,100,752

CURRENT YEAR NET ASSESSED VALUE SUBJECT TO TAXATION IN PRIOR YEAR	**2020**
B.1. Centrally Assessed	$2,484,950
B.2. Locally Assessed Real Property	$33,757,662
B.3. Locally Assessed Personal Property	$505,793
B.4. Total Assessed Value (B.1 through B.3)	$36,748,405
B.5. B.4. divided by 100	$367,484

CURRENT YEAR NET ASSESSED VALUES	**2020**
C.1. Centrally Assessed	$2,622,102
C.2. Locally Assessed Real Property	$34,509,274
C.3. Locally Assessed Personal Property	$505,793
C.4. Total Assessed Value (C.1 through C.3)	**$37,637,169**
C.5. C.4. divided by 100	$376,372

LEVY LIMIT CALCULATION	**2020**
D.1. LINE A.2	$1,100,752
D.2. LINE B.5	$367,484
D.3. D.1/D.2 (MAXIMUM ALLOWABLE TAX RATE)	**2.9954**
D.4. LINE C.5	$376,372
D.5. D.3 multiplied by D.4 = MAXIMUM ALLOWABLE LEVY LIMIT	**$1,127,384**
D.6. Excess Collections/Excess Levy	
D.7. Amount in Excess of Expenditure Limit	
D.8. ALLOWABLE LEVY LIMIT (D.5 - D.6 - D.7)	**$1,127,384**

2020 New Construction	$888,764

County of Cochise
OFFICE OF THE COUNTY ASSESSOR
P.O. DRAWER 168
BISBEE, ARIZONA 85603
OFFICE: (520) 432-8650 FAX: (520) 432-8698
E-Mail: assessor@cochise.az.gov

Philip S. Leiendecker
Assessor

Felix Dagnino
Chief Deputy Assessor

TO: **CITY OF BISBEE**
PO Box 4601
Bisbee AZ 85603-4601

Ashlee Coronado, City Clerk — acoronado@bisbeeaz.gov
Keri Bagley, Finance Director — kbagley@bisbeeaz.gov

FROM: Philip S. Leiendecker, PHIL
Cochise County Assessor

DATE: February 10, 2020

RE: **Year 2020 Net Assessed Primary Value**

The year **2020 Levy Limit Worksheet for your Taxing Jurisdiction** is attached. I am providing this data pursuant to ARS 42-17052 & 42-17107.

The year **2020 Net Assessed Primary Value for your Taxing Jurisdiction** is listed below. I am providing this data to you to assist in your budget process.

CITY OF BISBEE

Net Assessed Value (Primary) $37,637,169

If you have questions regarding this information, please contact Maureen Bandosz or me at (520) 432-8659.

Truth in Taxation Analysis

Calculation for Truth in Taxation Hearing Notice pursuant to A.R.S. § 42-17107

Actual current primary property tax levy: (line F.1. actual levy from prior year's final levy limit worksheet)	$	1,079,169
Net assessed valuation: (line C.4. from current year's worksheet)	$	37,637,169
Value of new construction:	$	888,764
Net assessed value minus new construction: (line B.4. from current year's levy limit worksheet)	$	36,748,405
MAXIMUM TAX RATE THAT CAN BE IMPOSED WITHOUT A TRUTH IN TAXATION HEARING:	$	2.9366
Growth in property tax levy capacity associated with new construction:	$	26,099
MAXIMUM PRIMARY PROPERTY TAX LEVY WITHOUT A TRUTH IN TAXATION HEARING:	$	1,105,253
Proposed primary property tax levy:	$	1,127,384
Proposed increase in primary property tax levy, exclusive of new construction	$	21,608
Proposed percentage increase in primary property tax levy:		2.00%
Proposed primary property tax rate:	$	2.9954
Proposed increase in primary property tax rate:	$	0.0588
Proposed primary property tax levy on a home valued at $100,000	$	299.54

AGENDA ITEM NUMBER 7

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 26, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION R-20-17: ADOPTING THE FINAL BUDGET FY 20-21 FOR THE CITY OF BISBEE; ADOPTING THE ALTERNATIVE EXPENDITURE LIMITATION FOR FY 20-21.

FROM: Keri Bagley, Finance Director

RECOMMENDATION: Approve Resolution R-20-17

PROPOSED MOTION: I move to approve Resolution R-20-17 adopting the final budget and the alternative expenditure limit for fiscal year 2020-2021.

DISCUSSION: During special sessions in April City Manager Theresa Coleman submitted an estimate of spending for FY20-21. On May 5, 2020 Mayor and Council approved the tentative budget with the adoption of Resolution R-20-13. Resolution R-20-17 adopts the Final Budget and alternative expenditure limitation for FY 20-21.

FISCAL IMPACT: $22,078,364

DEPARTMENT LINE ITEM ACCOUNT: All

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Keri Bagley
Keri Bagley
Finance Director

Reviewed by: Theresa Coleman
Theresa Coleman,
City Manager

RESOLUTION R-20-17

A RESOLUTION OF THE MAYOR AND COUNCIL, CITY OF BISBEE, COCHISE COUNTY, ARIZONA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2020-2021; ADOPTING THE ALTERNATIVE EXPENDITURE LIMITATION FOR FISCAL YEAR 2020-2021; AND PROVIDING FOR SEVERABILITY.

WHEREAS, in accordance with the provisions of Title 42, Chapter 17, Article 3 of the Arizona Revised Statutes, the City Council of the City of Bisbee did, on May 5, 2020, make an estimate of the different amounts required to meet the public expenses for the ensuing year and an estimate of revenues from sources other than direct taxation, plus an amount to be raised by taxation upon real and personal property in the City of Bisbee; and

WHEREAS, publication has been duly made, as required by law, of these estimates together with a notice that the City Council would meet on June 2, 2020 for the purpose of conducting a public hearing at which any taxpayer may appear and be heard in favor of or against any proposed expenditure; and

WHEREAS, it appears the sums to be raised by taxation, as specified therein, do not in the aggregate amount exceed that amount as computed in Title 42, section 17051 (a) of the Arizona Revised Statutes; and

WHEREAS, the publication and public hearing requirements for the adoption of this budget, have been duly met; and

WHEREAS, the City duly adopted an alternative expenditure limitation which applies to Fiscal Year 2020-2021,

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

Section 1: The estimates of revenues and expenses shown on the accompanying schedules are hereby adopted as the budget of the City of Bisbee for Fiscal Year 2020-2021.

Section 2: The alternative expenditure limitation in the amount of $22,078,364 is adopted for Fiscal Year 2020-2021.

Section 3: The City shall not exceed the alternative expenditure limitation as adopted herein except in the manner provided by law.

Section 4: If any section, subsection or portion of this Resolution is for any reason held to be invalid or unenforceable by the decision of any court or competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of Bisbee, this 2nd day of June, 2020.

APPROVED:

_____
David Smith, Mayor

ATTEST:

_____
Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

_____
James Ledbetter, City Attorney

Final Budget
Fiscal Year 2021

July 1, 2020 – June 30, 2021
Presented June 2nd 2020

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GENERAL FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
TAXES						
10-31-10000	CITY SALES TAX	1,503,682	1,574,251	1,600,000	823,209	1,830,000
10-31-10020	BED TAX	0	0	0	0	10,000
10-31-20200	STATE SALES TAX	501,275	522,381	545,600	280,538	586,846
10-31-24000	VEHICLE LICENSE TAX	269,616	272,909	303,500	136,661	298,508
10-31-24500	PROPERTY TAX	1,039,195	1,063,270	1,079,169	623,148	1,127,384
	TOTAL TAXES:	3,313,767	3,432,812	3,528,269	1,863,557	3,852,738
LICENSES & PERMITS						
10-32-10400	BUILDING/SIGN PERMITS	50,498	61,368	60,000	26,887	68,000
10-32-10401	CODE VIOLATION FINES	1,006	596	1,000	0	1,000
10-32-10402	COMMUNITY DVLPMNT FILING FEES	0	80	0	75	0
10-32-10600	BUSINESS LICENSES	44,586	40,520	45,000	17,009	51,600
10-32-10640	LIQUOR LICENSES	0	0	0	0	1,250
10-32-10650	SPECIAL EVENT LICENSES	4,024	78	3,000	589	2,200
10-32-10800	DOG LICENSE FEES/IMPOUND FEES	467	231	400	87	0
	TOTAL LICENSES & PERMITS:	100,582	102,873	109,400	44,647	124,050
INTERGOVERNMENTAL						
10-33-20100	URBAN REVENUE SHARING	646,671	628,751	687,200	336,800	756,560
	TOTAL INTERGOVERNMENTAL:	646,671	628,751	687,200	336,800	756,560
CHARGES FOR SERVICES						
10-34-10100	PLANNING/ZONING APPLICATIONS	5,069	22,461	5,000	1,650	5,700
10-34-10120	PLAN EXAMINATION FEE	13,765	2,486	12,000	25	2,000
10-34-10300	LIBRARY FEES	5,174	5,791	4,500	2,990	5,000
10-34-10501	CEMETERY PLOT FEES	4,925	2,500	5,000	2,240	5,000
10-34-10510	CEMETERY MAINTENANCE FEES	3,000	2,880	3,000	1,000	2,000
10-34-10700	PUBLIC COPY FEES	600	237	500	108	500
10-34-10702	CITY CLERK CLERICAL FEES	0	0	0	0	500
10-34-10862	VEHICLE IMPOUND FEES	7,825	6,450	12,000	8,720	14,000
10-34-10870	TOWING FEES	4,329	2,684	5,000	1,900	6,000
10-34-10880	PARKS USE PERMIT	9,004	4,939	10,000	8,535	10,000
10-34-10881	PARK PERMIT - UTILITY USE	0	300	0	295	600
10-34-11500	FRANCHISE FEES	203,050	201,240	200,000	52,262	200,000
10-34-15500	POOL ADMISSIONS	7,422	8,798	7,200	4,784	7,200
10-34-40066	AMBULANCE FEES	863,275	622,462	1,150,000	313,618	864,000
10-34-40067	WILDLAND FIRE SERVICES	38,590	45,891	45,000	0	20,000
10-34-40068	FIRE INSPECTION FEES	0	0	26,000	0	30,000
10-34-40069	FD OUT OF CITY SERVICES	0	1,561	10,000	3,806	5,000
10-34-40070	AMBULANCE SUBSCRIPTIONS	0	0	0	0	90,000
	TOTAL CHARGES FOR SERVICES:	1,166,028	930,679	1,495,200	401,934	1,267,500
FINES & FORFEITURES						
10-35-10502	MUNICIPAL COURT FINES	9	9	10	0	0
	TOTAL FINES & FORFEITURES:	9	9	10	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
MISCELLANEOUS						
10-36-10551	REFUNDS/ADJUSTMENTS	0	0	0	90	0
10-36-11062	SERVICE REIMB - POLICE DEPT	455	0	500	0	500
10-36-11063	POLICE VEHICLE USE FEES	280	2,730	1,000	280	1,000
10-36-11064	SERVICE REIMB - FIRE DEPT	4,900	-3,780	5,000	385	3,000
10-36-11087	INSURANCE REIMBURSEMENTS	2,647,798	49,971	5,000	3,757	5,000
10-36-11090	DEMA REIMBURSEMENT	15,021	0	0	0	0
10-36-11100	L.L.E.A.C. REVENUE FROM COUNTY	106	0	0	0	0
10-36-11600	OVER/SHORT	76	47	0	0	0
10-36-13039	RICO AUCTION REIMBURSMENTS	0	12,951	0	0	0
10-36-13500	RENTAL INCOME	51,502	66,577	58,400	29,202	58,400
10-36-13597	CITY AUCTION FUNDS	0	0	5,000	24,647	20,000
10-36-21000	INTEREST EARNED	5,695	10,107	17,000	14,449	36,000
	TOTAL MISCELLANEOUS:	2,725,833	138,603	91,900	72,810	123,900
CONTRIBUTIONS & TRANSFERS						
10-38-40000	DONATIONS - MISC	100	0	500	1,918	500
10-38-40088	DONATIONS - POLICE DEPT	1,000	29,600	1,000	2,300	1,500
10-38-40089	DONATIONS - POOL	15,141	15,005	15,000	0	0
10-38-40090	DONATIONS - FIRE DEPT	4,136	9,500	1,000	2,000	1,000
10-38-40091	DONATIONS - LIBRARY	2,851	2,151	2,000	4,467	5,000
10-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	-597	0	0	0	0
10-38-51000	USE OF RESERVES	0	0	376,843	0	113,358
10-38-94000	TRANSFER IN - GF CAPITAL RESERVES	0	0	75,000	37,500	0
10-38-99018	TRANSFERS FROM TRANS GRANTS	84,341	0	0	0	0
10-38-99054	TRANS FROM WW-LOAN REPAYMENT	400,000	0	0	0	0
10-38-99950	TRANSFERS FROM AIRPORT	0	0	8,376	4,188	0
10-38-99953	TRANSFER FRM POLICE SPECIALREV	1,299	0	0	0	0
10-38-99954	TRANSFERS FROM WWATER DEPT	259,906	0	0	0	0
10-38-99956	TRANSFERS FROM SANITATION	158,573	0	0	0	0
10-38-99959	TRANSFERS FROM QUEEN MINE FD	59,464	0	0	0	0
10-38-99998	GF INTERNAL SERVICES	0	1,722,731	1,310,791	655,395	1,325,901
10-38-99999	OTHER REVENUE & TRANSFERS	0	1,380	0	1,765	0
	TOTAL CONTRIBUTIONS & TRANSFERS:	986,214	1,780,367	1,790,510	709,534	1,447,259
	TOTAL GENERAL FUND REVENUE:	8,939,103	7,014,093	7,702,489	3,429,281	7,572,007

MAYOR & COUNCIL

The Mayor and council, acting as the legislative body, enact local legislation, adopt budgets, determine policies and appoint the City Manager and other officers deemed necessary for the orderly government and administration of the affairs of the City.

Current Mayor and Council:

Mayor David Smith
Ward I Councilmember William Higgins
Ward I Councilmember Leslie Johns
Ward II Councilmember Joan Hansen
Ward II Councilmember Joni Giacomino
Ward III Councilmember Anna Cline
Ward III Councilmember Louis Pawlik

Council Sessions are held on the 1st and 3rd Tuesday of each month, with Special Sessions and Work Sessions held on an “as needed” basis.

MAYOR & COUNCIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-50-11000	SALARIES - GENERAL	19,200	19,000	19,200	9,600	19,200
10-50-11100	F.I.C.A.	1,190	1,178	1,190	595	1,190
10-50-11200	MEDICARE	278	276	278	139	278
10-50-11700	WORKERS COMPENSATION	62	71	72	34	52
	MAYOR & COUNCIL PERSONNEL EXPENSE:	**20,731**	**20,525**	**20,740**	**10,368**	**20,720**
10-50-13100	BUSINESS TRAVEL	0	0	500	127	500
10-50-13400	EDUCATION & TRAINING	3,165	2,511	3,000	798	3,000
10-50-13500	SUBSCRIPTIONS & DUES	6,868	6,875	7,156	7,156	7,165
10-50-41500	OFFICE SUPPLIES	68	77	150	46	150
10-50-42020	PRINTING & REPRODUCTION	0	0	100	0	100
10-50-42040	ADVERTISING	179	0	0	0	0
10-50-43000	FOURTH OF JULY FIREWORKS	7,000	3,500	3,500	0	5,000
10-50-43500	POSTAGE	0	0	50	0	50
10-50-45300	CUSTODIAL SUPPLIES	176	0	0	0	0
10-50-46000	OPERATIONAL EXPENSES	995	515	1,400	787	1,400
10-50-99998	GF INTERNAL SERVICES	0	0	3,491	1,746	3,549
	TOTAL MAYOR & COUNCIL EXPENSE:	**39,181**	**34,003**	**40,087**	**21,028**	**41,634**

CITY MANAGER

The City of Bisbee operates under a Council-Manager form of government. The Mayor and Council appoint the City Manager. The City Manager is responsible for the day-to-day operations of all city government functions under policy direction from the Mayor and City Council. The Mayor and Council, acting as the legislative body, determine City policy. The City Manager proposes new policies and implements and administers policies adopted by the City Council. The City Manager is also responsible for the administration of the City operating budget once approved by the Mayor and Council. In addition to the Charter responsibilities, the City Manager has the opportunity to serve the community and the region by participating with various agencies and groups.

CITY MANAGER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-51-11000	SALARIES - GENERAL	96,867	119,052	120,016	46,369	112,008
10-51-11100	F.I.C.A.	6,220	8,520	7,441	2,896	6,944
10-51-11200	MEDICARE	1,455	1,993	1,740	677	1,624
10-51-11300	A.S.R.S.	11,178	9,090	14,534	5,615	13,687
10-51-11500	MEDICAL INSURANCE	4,617	3,983	5,632	2,347	5,939
10-51-11501	STANDARD DISABILITY INSURANCE	297	202	269	135	269
10-51-11505	DEFERRED COMP	676	541	811	406	811
10-51-11506	DEFERRED COMP ICMA-RC	6,000	18,000	0	0	0
10-51-11510	DENTAL INSURANCE	563	477	715	298	737
10-51-11600	LIFE INSURANCE	105	84	126	53	126
10-51-11700	WORKERS COMPENSATION	329	447	451	163	302
10-51-11800	STATE UNEMPLOYMENT	2,160	0	0	0	0
	CITY MANAGER PERSONNEL EXPENSE:	**130,467**	**162,389**	**151,735**	**58,958**	**142,447**
10-51-11990	REIMBURSED ERE-BISBEE BUS	-42	0	0	0	0
10-51-13100	BUSINESS TRAVEL	1,499	3,295	2,100	1,056	2,100
10-51-13400	EDUCATION & TRAINING	1,072	1,561	600	65	1,250
10-51-13500	SUBSCRIPTIONS & DUES	2,529	1,544	1,300	223	1,400
10-51-24000	PHONES	888	662	900	334	900
10-51-31000	PROFESSIONAL FEES	62,771	11,116	0	6,484	0
10-51-41500	OFFICE SUPPLIES	40	46	300	15	200
10-51-42030	BOOKS & REFERENCE MATERIALS	0	0	0	0	100
10-51-42040	ADVERTISING	0	155	0	0	0
10-51-42050	NON CAP ADMIN EQUIP/FURN	0	1,307	0	0	0
10-51-43500	POSTAGE	0	1	30	19	50
10-51-46000	OPERATIONAL EXPENSES	12,578	7,397	3,000	7,156	3,000
10-51-99998	GF INTERNAL SERVICES	0	17,945	15,260	7,630	14,112
	TOTAL CITY MANAGER EXPENSE:	**211,803**	**207,417**	**175,225**	**81,940**	**165,559**

FINANCE

The Finance Department provides fiscal oversight, accounting, financial, and internal audit services for the City, along with overseeing the procurement and risk management functions. The department plays a vital role working with the City Manager on the preparation and implementation of the Annual Budget. The department provides utility billing services for the Sanitation and Waste Water Funds with staff dedicated to monitor and collect delinquent sewer and garbage accounts by placing liens on properties with delinquent accounts, executing payment plans and promissory notes, submitting individuals to debt collection agencies, and coordinating the termination of sewer and trash services.

Finance consists five employees:

- Finance Director
- Accountant/Collections
- Accountant/Payroll
- Accounts Receivable Clerk
- Accounts Payable Clerk

FINANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-52-11000	SALARIES - GENERAL	182,743	190,419	223,550	93,685	222,926
10-52-11001	OVERTIME - GENERAL	486	66	1,300	0	1,300
10-52-11050	SALARIES - PART TIME	13,574	17,242	26,520	0	0
10-52-11100	F.I.C.A.	12,749	13,279	15,585	5,738	13,902
10-52-11200	MEDICARE	2,982	3,105	3,645	1,342	3,251
10-52-11300	A.S.R.S.	22,396	24,866	30,434	10,353	23,834
10-52-11301	A.S.R.S. - ALT CONTRIBUTION	0	0	0	819	2,973
10-52-11500	MEDICAL INSURANCE	18,197	17,922	22,527	7,439	11,879
10-52-11501	STANDARD DISABILITY INSURANCE	877	1,080	1,062	483	1,069
10-52-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	1,338	2,676
10-52-11505	DEFERRED COMP	4,091	4,733	4,869	2,231	4,057
10-52-11510	DENTAL INSURANCE	2,026	2,106	2,670	1,383	3,217
10-52-11600	LIFE INSURANCE	562	378	630	263	567
10-52-11700	WORKERS COMPENSATION	685	792	944	329	968
	FINANCE PERSONNEL EXPENSE:	**261,368**	**275,987**	**333,736**	**125,402**	**292,619**
10-52-11990	REIMBURSED ERE-BISBEE BUS	-1,241	-551	-900	0	0
10-52-13100	BUSINESS TRAVEL	2,051	2,737	2,500	0	2,000
10-52-13400	EDUCATION & TRAINING	1,269	1,317	2,000	0	1,500
10-52-13500	SUBSCRIPTIONS & DUES	340	320	200	0	200
10-52-24000	PHONES	467	441	0	220	0
10-52-31000	PROFESSIONAL FEES	2,690	3,200	0	0	0
10-52-31200	AUDITING & ACCOUNTING	32,000	33,000	37,000	34,000	37,000
10-52-34000	CONTRACT SERVICES	21,211	34,628	45,000	19,970	40,000
10-52-36000	MAINTENANCE &SUPPORT AGREEMNT	0	30	0	0	0
10-52-41500	OFFICE SUPPLIES	1,613	2,933	2,000	923	2,000
10-52-42000	ADMIN SPECIAL SUPPLIES	957	1,252	1,800	541	1,500
10-52-42030	BOOKS & REFERENCE MATERIALS	750	750	1,000	674	1,000
10-52-42040	ADVERTISING	2,712	3,653	2,800	0	4,000
10-52-42050	NON CAP ADMIN EQUIP/FURN	184	519	1,000	250	1,000
10-52-43100	FEES- FUND MANAGEMENT	6,117	3,334	5,000	4,960	10,000
10-52-43110	CREDIT CARD FEES	12,277	9,009	13,000	4,180	10,000
10-52-43120	OTHER FEES	0	225	250	2,283	250
10-52-43500	POSTAGE & METER TAPES	12,125	10,966	12,800	5,725	12,000
10-52-46000	OPERATIONAL EXPENSES	641	194	1,000	246	600
10-52-99998	GF INTERNAL SERVICES	0	35,890	44,030	22,015	38,733
	TOTAL FINANCE EXPENSE:	**357,532**	**419,832**	**504,216**	**221,390**	**454,402**

CITY CLERK

The City Clerk's Office is responsible to the Mayor and Council, serves as the repository for all City records and correspondence, and maintains and monitors the recordkeeping and filing of City documents. The Clerk's Office maintains, updates and monitors the Laser Fiche Documents Imaging System which allows for public and City staff access. City Clerk staff provides administrative support for twenty-one (21) Boards and Commissions of the City, and also administers support to Council, City staff and the public. In addition to the responsibilities indicated above, other duties consist of preparing and processing correspondence, advertisements, bid proposals, public notices, Agenda Packets and back up material for meetings, Action Agendas and Minutes. Other services provided by the City Clerk's Office include website management, processing telephone calls and daily mail, administering the oath of office, scheduling meetings for staff, and ensuring video equipment and recording system for meetings are operational. The City Clerk serves as Chief Election Officer for the City of Bisbee and is responsible for managing the City of Bisbee elections.

The City Clerk Department consists of two employees:

- City Clerk
- Deputy City Clerk

CITY CLERK

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-53-11000	SALARIES - GENERAL	94,144	98,358	98,426	49,213	98,426
10-53-11001	OVERTIME - GENERAL	0	0	1,000	0	1,000
10-53-11050	SALARIES - PART TIME	1,925	0	0	0	0
10-53-11100	F.I.C.A.	5,440	6,195	6,164	3,049	6,164
10-53-11200	MEDICARE	1,272	1,449	1,442	713	1,442
10-53-11300	A.S.R.S.	10,872	11,599	12,040	5,927	12,150
10-53-11500	MEDICAL INSURANCE	5,989	5,974	5,632	2,617	5,939
10-53-11501	STANDARD DISABILITY INSURANCE	360	426	393	197	393
10-53-11505	DEFERRED COMP	1,758	1,623	1,623	811	1,623
10-53-11510	DENTAL INSURANCE	731	715	715	358	1,473
10-53-11600	LIFE INSURANCE	273	252	252	126	252
10-53-11700	WORKERS COMPENSATION	326	369	373	173	268
	CITY CLERK PERSONNEL EXPENSE:	**123,091**	**126,960**	**128,060**	**63,184**	**129,130**
10-53-13100	BUSINESS TRAVEL	919	1,200	1,500	115	1,500
10-53-13400	EDUCATION & TRAINING	325	500	1,200	50	1,200
10-53-13500	SUBSCRIPTIONS & DUES	385	440	500	255	500
10-53-24000	PHONES	317	483	560	224	560
10-53-34000	CONTRACT SERVICES	0	1,281	6,000	1,281	6,000
10-53-36000	MAINTENANCE &SUPPORT AGREEMNT	1,281	0	1,281	0	0
10-53-41500	OFFICE SUPPLIES	722	885	1,000	466	1,000
10-53-42040	ADVERTISING	4,804	2,540	2,500	1,092	3,000
10-53-42050	NON CAP ADMIN EQUIP/FURN	0	992	1,000	0	1,000
10-53-43500	POSTAGE	165	210	200	95	200
10-53-46000	OPERATIONAL EXPENSES	32	64	250	50	250
10-53-46531	ELECTION EXPENSE	0	6,120	10,000	0	13,000
10-53-99998	GF INTERNAL SERVICES	0	17,945	15,173	7,587	14,661
	TOTAL CITY CLERK EXPENSES:	**132,042**	**159,620**	**169,224**	**74,400**	**172,001**

COMMUNITY DEVELOPMENT

The Community Development Department originally existed to provide the community with services that enhance the quality of life and improve economic opportunities. The department was responsible for Planning and Zoning, Animal Shelter, and the Bisbee Bus Transit System. In addition, the department provided staff liaisons commissions now served as follows: Bisbee Arts Commission, the Committee on Disability Issues, Transit Advisory Committee, and the Community Sustainability Commission.

The Community Development Department does not currently have any employees. The Animal Shelter is contracted out to the Friends of the Bisbee Animal Shelter and the Bisbee Bus Transit System is being managed by the Public Works Department with some assistance from Finance.

The FY20-21 budget proposes a part-time employee to assist the building inspector, fire marshal, planning and zoning duties and other clerical duties depending on time remaining. (The part-time position budgeted in Finance (5 FT/1 PT) in FY 19-20 would instead cover this position.)

COMMUNITY DEVELOPMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-54-11000	SALARIES - GENERAL	4,707	208	0	0	0
10-54-11050	SALARIES - PART TIME	0	0	0	0	13,182
10-54-11100	F.I.C.A.	838	564	0	0	817
10-54-11200	MEDICARE	196	132	0	0	191
10-54-11700	WORKERS COMPENSATION	247	34	0	0	35
10-54-11800	STATE UNEMPLOYMENT	835	0	0	0	0
	COMM. DEVELOPMENT PERSONNEL EXPENSE:	**6,822**	**938**	**0**	**0**	**14,225**
10-54-11990	REIMBURSED ERE-BISBEE BUS	-705	-713	0	0	0
10-54-13400	EDUCATION & TRAINING	0	368	0	0	0
10-54-21000	ELECTRIC - SHELTER	2,457	2,429	2,500	1,154	2,500
10-54-22000	WATER - SHELTER	1,115	1,185	1,200	573	1,200
10-54-22550	SEWER & GARBAGE - SHELTER	679	629	700	343	700
10-54-24000	PHONES-SHELTER	362	380	400	212	450
10-54-24001	INTERNET FEES - SHELTER	891	943	850	482	960
10-54-31000	PROFESSIONAL FEES	0	18,073	0	0	0
10-54-34000	CONTRACT SERVICES	1,219	22,578	30,000	14,100	15,000
10-54-41500	OFFICE SUPPLIES	25	0	0	20	0
10-54-42020	PRINTING & REPRODUCTION	0	0	250	0	250
10-54-42040	ADVERTISING	604	129	250	0	250
10-54-42050	NON CAP ADMIN EQUIP/FURN	331	0	0	0	0
10-54-43500	POSTAGE	368	532	400	589	1,500
10-54-46000	OPERATIONAL EXPENSES	486	1,499	1,500	646	1,300
10-54-46541	ECONOMIC DEVELOPMENT	9,539	1,300	10,000	0	0
10-54-46542	ANIMAL SHELTER EXPENSES	72,067	71,492	80,000	81,140	85,000
10-54-50100	BLDG REPAIR & MAINT-SHELTER	0	3,719	2,500	0	2,500
10-54-99998	GF INTERNAL SERVICES	0	17,945	12,645	6,323	11,726
	TOTAL COMM. DEVELOPMENT EXPENSE:	**96,259**	**143,425**	**143,195**	**105,581**	**137,561**

ADMINISTRATION AND GENERAL GOVERNMENT

The Administration and General Government department accounts for the general operating expenses for City Hall such as utilities, telephone, copier maintenance fees, liability insurance, special supplies and fuel. This fund also includes transfers to Bisbee Bus (if needed) to supplement the City's required match contribution to the operation and transfers to other funds as needed to cover budget shortfalls. This department is for recording operating expenses and does not have any employees.

ADMINISTRATION & GENERAL GOVERNMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-55-11000	SALARIES - GENERAL	6,165	0	0	157	0
10-55-11050	SALARIES - PART TIME	12,290	0	0	0	0
10-55-11100	F.I.C.A.	1,147	0	0	10	0
10-55-11200	MEDICARE	268	0	0	2	0
10-55-11300	A.S.R.S.	561	0	0	16	0
10-55-11500	MEDICAL INSURANCE	458	0	0	0	0
10-55-11505	DEFERRED COMPENSATION	68	0	0	0	0
10-55-11510	DENTAL INSURANCE	56	0	0	0	0
10-55-11600	LIFE INSURANCE	11	0	0	0	0
10-55-11700	WORKERS COMPENSATION	60	0	0	8	0
	ADMIN & GEN GOVT PERSONNEL EXPENSE:	21,084	0	0	194	0
10-55-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	3,115	3,500	400	1,000
10-55-21000	ELECTRIC	6,583	2,141	9,000	3,653	9,000
10-55-22000	WATER	1,554	3,079	1,800	1,018	1,800
10-55-22550	SEWER AND GARBAGE SERV.	1,563	1,608	4,900	2,412	4,900
10-55-23000	GAS	122	1,303	3,600	383	2,500
10-55-24000	PHONES	12,562	13,050	8,000	5,201	8,000
10-55-24110	RENT/LEASE	120	13,569	1,000	804	1,000
10-55-31000	PROFESSIONAL FEES	7,004	3,916	0	2,715	2,800
10-55-34000	CONTRACT SERVICES	2,345	2,944	9,000	2,498	9,000
10-55-37000	PROPERTY, CASUALTY, LIABILITY	131,432	117,555	90,000	73,329	96,350
10-55-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,000	0	5,000	0	5,000
10-55-41500	OFFICE SUPPLIES	1,402	2,599	2,000	1,160	2,000
10-55-42050	NON CAP ADMIN EQUIP/FURN	358	233	500	0	500
10-55-43500	POSTAGE	807	493	500	462	500
10-55-44000	HEALTH REIMBURSEMENT	1,387	3,086	0	211	0
10-55-46000	OPERATIONAL EXPENSES	26,594	4,581	2,000	1,959	2,000
10-55-46100	FIRE REPLACEMENT EXPENSE	0	34,464	0	0	0
10-55-62003	GASOLINE	1,221	0	2,000	0	0
10-55-91000	CAPITAL EXPENDITURES	0	4,000	0	0	0
10-55-99050	TRANSFER TO AIRPORT	0	0	3,354	0	0
10-55-99085	TRANSFERS TO DEBT SERVICE	0	-56,986	0	0	0
10-55-99096	TRANSFER TO BISBEE BUS	0	0	42,344	0	50
10-55-99998	GF INTERNAL SERVICES	0	107,671	24,708	12,354	13,642
	TOTAL ADMIN & GEN GOVT EXPENSE:	**221,135**	**262,422**	**213,206**	**108,751**	**160,042**

PERSONNEL

The Personnel Department, reporting to the City Manager, is responsible for administration of benefits and all personnel actions throughout the employment lifecycle. The Personnel Department ensures the City complies with employment related State and Federal laws, the City Charter, City Code, and the City Personnel Rules and Regulations. The Personnel Director serves as the Staff Liaison to the Civil Service Commission, the Employee Council, the Police and Fire Advisory Council, and the Public Safety Personnel Retirement System.

This department consists of one Personnel Director.

PERSONNEL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-56-11000	SALARIES - GENERAL	54,148	43,725	55,016	26,000	52,000
10-56-11001	OVERTIME	0	28	0	0	0
10-56-11050	SALARIES - PART TIME	0	4,723	0	0	0
10-56-11100	F.I.C.A.	3,409	3,003	3,411	1,578	3,224
10-56-11200	MEDICARE	797	702	798	369	754
10-56-11300	A.S.R.S.	6,248	5,432	6,662	3,146	6,354
10-56-11500	MEDICAL INSURANCE	5,761	3,983	5,632	0	0
10-56-11501	STANDARD DISABILITY INSURANCE	157	179	269	0	269
10-56-11505	DEFERRED COMP	845	676	811	406	811
10-56-11510	DENTAL INSURANCE	382	175	715	0	737
10-56-11600	LIFE INSURANCE	131	84	129	63	126
10-56-11700	WORKERS COMPENSATION	182	179	207	91	140
	PERSONNEL EXPENSE:	**72,061**	**62,890**	**73,650**	**31,653**	**64,415**
10-56-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	500	669	2,000
10-56-13100	BUSINESS TRAVEL	593	460	500	259	500
10-56-13400	EDUCATION & TRAINING	437	420	500	0	2,000
10-56-13500	SUBSCRIPTIONS & DUES	1,190	1,032	1,200	0	500
10-56-24000	PHONES	536	503	800	232	500
10-56-41500	OFFICE SUPPLIES	447	464	500	182	500
10-56-42020	PRINTING & REPRODUCTION	355	0	200	25	200
10-56-42030	BOOKS & REFERENCE MATERIALS	0	0	200	0	0
10-56-42040	ADVERTISING	985	1,555	800	0	1,000
10-56-42050	NON CAP ADMIN EQUIP/FURN	0	20	150	448	200
10-56-43500	POSTAGE	16	143	150	24	100
10-56-46000	OPERATIONAL EXPENSES	19	983	500	177	500
10-56-99998	GF INTERNAL SERVICES	0	0	7,598	3,799	6,748
	TOTAL PERSONNEL EXPENSE:	**76,637**	**68,470**	**87,248**	**37,468**	**79,163**

LEGAL SERVICES

The Mayor and City Council currently contract for legal service with The Ledbetter Law Firm, PLC. to provide legal counsel to the City Council and the City staff, pursue actions to enforce the City Code and legal obligations, as requested by City Officials, represent the City in lawsuits and work with designated outside counsel. The Ledbetter Law Firm assists in drafting ordinances and finalizing resolutions for consideration by City Council, and provides staff support for various boards and commissions.

LEGAL SERVICES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-57-13500	SUBSCRIPTIONS & DUES	197	0	0	0	0
10-57-31100	PROFESSIONAL FEES - LEGAL	60,000	1,434	0	931	0
10-57-34000	CONTRACT SERVICES	0	60,000	120,000	50,000	120,000
10-57-46000	OPERATIONAL EXPENSES	0	0	0	550	0
10-57-99998	GF INTERNAL SERVICES	0	0	11,448	5,724	11,182
	TOTAL LEGAL SERVICES EXPENSE:	**60,197**	**61,434**	**131,448**	**57,205**	**131,182**

WATER SYSTEMS

This department is better known as the Old Bisbee Fire Suppression System. It consists of a large reservoir which gravity feeds water to the distribution and fire hydrant system in Old Bisbee and a pump house that feeds water to the reservoir from a well located in the Mule Gulch Channel. Upper Tombstone/West Boulevard are served by separate pumps which boost the pressure to assure ample firefighting water supply and pressure. Maintenance of this system is handled by Public Works. Expenditures of this department include expenses attendant to the system, and do not include personnel costs.

WATER SYSTEMS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-58-21000	ELECTRIC	3,361	2,864	3,000	1,350	3,000
10-58-55000	EQUIPMENT REPAIR & MAINT	5,300	2,226	10,000	0	10,000
10-58-99998	GF INTERNAL SERVICES	0	0	1,717	858	1,211
	TOTAL WATER SYSTEMS EXPENSE:	**8,661**	**5,090**	**14,717**	**2,208**	**14,211**

INFORMATION SYSTEMS

The Information Systems Department funds the purchase, maintenance, email, website hosting and consulting services for City-wide computer systems, and internet access for City Hall. The department does not fund any employees but provides for the services of consultants for City-wide computer systems. The department does not fund department specific hardware or software.

INFORMATION SYSTEMS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-59-13500	SUBSCRIPTIONS & DUES	0	9,962	13,132	2,878	12,000
10-59-24000	PHONES	60	0	0	0	0
10-59-24001	T1 LINE FOR INTERNET ACCESS	7,237	6,908	0	1,240	0
10-59-31000	PROFESSIONAL FEES	31,359	53,533	50,000	21,865	50,000
10-59-34000	CONTRACT SERVICES	31,411	4,961	4,961	5,702	5,500
10-59-36000	MAINTENANCE &SUPPORT AGREEMNT	890	0	0	0	0
10-59-46000	OPERATIONAL EXPENSES	1,073	3,686	1,500	8	1,500
10-59-55200	NON CAP EQUIP PURCHASES	4,678	13,430	2,000	493	2,000
10-59-99998	GF INTERNAL SERVICES	0	17,945	6,830	3,415	6,616
	TOTAL INFORMATION SYSTEMS EXPENSE:	**76,709**	**110,426**	**78,423**	**35,601**	**77,616**

POLICE DEPARTMENT

The Bisbee Police Department serves and protects persons and property in the City of Bisbee. The department enforces City Ordinances, State and Federal laws, maintains the peace and order, protects life and property, and assists citizens in urgent situations. Bisbee Police Department officers and civilian employees carry out this mission diligently and courteously and take pride in their service. The Police Department responds to a variety of service calls each year such as City Code and Ordinance violations, and traffic, misdemeanor and felony violations. Under the Intergovernmental Agreements with Cochise County, Arizona Department of Public Safety, D.E.A., U.S. Border Patrol, and surrounding Fire Districts, the department provides assistance with service calls, maintains records of incidents, and provides reports to City, County, State, and Federal jurisdictions, as well as attorneys for City, State, and Federal prosecutions and for courts in City, State, and Federal justice systems. The Bisbee Police Department maintains a 24-hour dispatch and 9-1-1 Enhanced Systems. The dispatch center handles calls for police, fire, and ambulance.

The Police Department consists of 30 employees, 3 police volunteers, and the Arizona Rangers Bisbee Company:

- 1 Police Chief
- 1 Deputy Police Chief
- 2 Police Sergeants
- 12 Police Officers
- 3 Police Officer-Reserve (2 vacant)
- 4 Communications Officers (3 FT/1 PT)
- 1 Animal Control Officer
- 1 Impound Custodian
- 2 Records Clerks/Dispatch

POLICE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-62-11000	SALARIES - GENERAL	719,382	705,576	775,723	356,897	839,530
10-62-11001	OVERTIME - GENERAL	67,938	96,331	88,101	62,070	88,708
10-62-11050	SALARIES - PART TIME	72,708	110,379	111,905	60,853	62,584
10-62-11090	REIMBURSED OVERTIME - DHLS	-6,710	0	0	0	0
10-62-11100	F.I.C.A.	49,274	56,110	60,495	29,327	61,431
10-62-11200	MEDICARE	11,524	13,123	14,148	6,859	14,367
10-62-11300	A.S.R.S.	13,419	13,981	14,169	6,518	11,434
10-62-11301	A.S.R.S - ALT CONTRIBUTION	5,009	4,623	4,244	2,963	8,086
10-62-11400	A.P.S.P.R.S.	596,176	510,716	658,471	297,719	709,467
10-62-11500	MEDICAL INSURANCE	90,796	87,120	101,373	47,317	124,727
10-62-11501	STANDARD DISABILITY INSURANCE	5,633	6,900	7,522	2,721	7,971
10-62-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,129	6,157	12,314
10-62-11505	DEFERRED COMP	14,468	13,051	15,417	6,742	17,040
10-62-11510	DENTAL INSURANCE	8,393	9,217	10,888	4,422	11,736
10-62-11600	LIFE INSURANCE	2,205	2,111	2,394	1,061	2,646
10-62-11700	WORKERS COMPENSATION	39,110	51,901	55,086	24,189	41,037
10-62-11800	STATE UNEMPLOYMENT	0	1,081	0	0	0
	POLICE DEPARTMENT PERSONNEL EXPENSE:	**1,689,325**	**1,682,220**	**1,922,065**	**915,815**	**2,013,078**

POLICE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-62-11990	REIMBURSED ERE's - DHLS	-8,093	0	0	0	0
10-62-12300	UNIFORMS & CLOTHING	16,179	17,079	15,850	8,530	17,100
10-62-12500	RECRUITMENT/EMPLOYEE TESTING	1,324	3,272	1,500	412	1,500
10-62-12600	VACCINES	614	0	1,000	0	1,000
10-62-12700	CANCER INS POLICY	550	650	1,400	650	1,400
10-62-13100	BUSINESS TRAVEL	1,348	11,888	12,000	2,013	4,000
10-62-13400	EDUCATION & TRAINING	1,606	3,570	2,000	11,213	12,000
10-62-13500	SUBSCRIPTIONS & MEMBERSHIPS	310	915	1,425	809	1,425
10-62-21000	ELECTRIC	12,742	12,974	14,000	5,962	14,000
10-62-22000	WATER	767	911	1,000	421	1,000
10-62-22550	SEWER AND GARBAGE SERV.	1,828	1,689	1,800	921	1,800
10-62-23000	GAS	1,074	1,317	1,200	342	1,200
10-62-24000	PHONES	10,515	11,016	10,500	5,385	10,500
10-62-24001	INTERNET ACCESS FEES	9,670	10,725	12,000	5,408	12,000
10-62-24110	RENT/LEASE	10	0	0	0	0
10-62-34000	CONTRACT SERVICES	3,334	19,548	36,000	14,961	71,000
10-62-34100	DOC WORKERS	1,209	1,296	1,500	576	1,500
10-62-36000	MAINTENANCE &SUPPORT AGREEMNT	7,678	0	8,000	6,075	7,000
10-62-41500	OFFICE SUPPLIES	3,965	2,651	4,000	2,834	4,000
10-62-42020	PRINTING/REPRODUCTION	0	22	0	0	0
10-62-42030	BOOKS & REFERENCE MATERIALS	273	298	400	491	400
10-62-42050	NON CAP ADMIN EQUIP/FURN	653	0	500	1,208	2,000
10-62-43500	POSTAGE	73	2,791	1,000	314	1,000
10-62-45100	DISPOSABLE EQUIP & TOOLS	622	387	1,000	270	1,000
10-62-45300	CUSTODIAL SUPPLIES	753	2,340	1,200	1,825	1,000
10-62-46000	OPERATIONAL EXPENSES	10,665	4,435	11,700	1,346	12,500
10-62-46621	AMMUNITION	2,412	1,908	3,000	1,075	3,000
10-62-46622	RICO AUCTION EXPENSES	0	3,576	3,000	0	3,000
10-62-46623	CITY AUCTION EXPENSES	278	418	1,000	1,469	1,500
10-62-46624	MOVING, TOWING, STORAGE EXP	5,539	4,929	6,000	4,326	6,000
10-62-46626	ANIMAL CONTROL EXPENSE	34	669	1,000	346	1,000
10-62-47000	PERMITS & LICENSES	0	5,229	6,000	0	0
10-62-50100	BLDG REPAIR & MAINT	5,953	4,586	4,000	420	4,000
10-62-55000	EQUIPMENT REPAIR & MAINT	1,738	1,686	5,000	1,935	5,000
10-62-55200	NON CAP EQUIP PURCHASES	60	1,239	3,000	538	3,000
10-62-61000	VEHICLE PARTS & LABOR	24,723	29,424	18,000	15,510	18,000
10-62-62003	GASOLINE	28,120	21,508	20,000	9,740	20,000
10-62-62004	DIESEL	0	94	5,000	174	500
10-62-91000	CAPITAL EXPENDITURES	-597	32,241	50,000	7,418	5,000
10-62-99998	GF INTERNAL SERVICES	0	251,232	208,735	104,367	210,211
	TOTAL POLICE DEPARTMENT EXPENSE:	**1,837,256**	**2,150,734**	**2,396,775**	**1,135,101**	**2,473,614**

FIRE DEPARTMENT

The Fire Department is headed by the Fire Chief, who reports to the City Manager. The Fire Department has five basic functional responsibilities:

Fire Suppression: include residential, automobile, and urban/wildland interface fires. Bisbee Fire Department practices fast attack firefighting in order to minimize the risk to life, property, and the environment.

Emergency Medical Services: are provided twenty-four hours a day by advanced life support personnel. Requests for medical aid constitute the majority of calls answered by the Fire Department. Fire Department paramedics and EMT's respond to most medical calls within three minutes.

Fire Prevention: is responsible for hazard abatement enforcement, approval of building plans, public education, environmental protection and fire safety inspections. The small number of structure fires fought annually in the City is an indication of the prevention bureau's efficacy.

Training: of the Fire Department personnel is conducted in accordance with county, state and federal standards. Firefighters, EMT's and paramedics receive updates on advances in technology, and participate in continuing education. To control costs, training is conducted in-house whenever possible.

Transfers: inter-facility transfer of patients to the hospital in Sierra Vista.

The costs of operating the department are supplemented by 911 transports as well as inter-facility transfers, and out-of-city limits emergency calls billed to customers' insurance providers.

Fiscal Year 2020-2021 Budget Highlights

The Fire Department is seeking grant funding for equipment. Please see "Public Safety – Fire Grants" fund for more detailed information.

Bisbee Fire Department and the City of Bisbee have a new fire protection service called Banning Creek Fire Wise. All program generated revenue has been used for wildland and urban interface equipment.

The Fire Department consist of 22 employees:

- Fire Chief
- 2 Fire Captains/Paramedic
- 1 Fire Lieutenant/Paramedic (vacant)
- 1 Fire Captain/EMT
- 2 Fire Lieutenants/EMT
- 5 Firefighters/Paramedic (1 vacant)
- 8 Firefighters/EMT
- 1 Rover Firefighter (vacant)
- 1 Fire Marshal

FIRE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-64-11000	SALARIES - GENERAL	858,660	815,727	790,616	424,558	856,531
10-64-11001	OVERTIME - GENERAL	147,462	160,754	182,573	57,093	112,442
10-64-11100	F.I.C.A.	16	0	0	0	0
10-64-11200	MEDICARE	13,480	14,100	14,111	6,917	14,050
10-64-11400	A.P.S.P.R.S.	616,270	865,682	774,247	380,867	751,472
10-64-11500	MEDICAL INSURANCE	108,267	107,531	107,005	48,341	118,788
10-64-11501	STANDARD DISABILITY INSURANCE	6,379	7,892	7,462	3,555	7,987
10-64-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,551	6,411	12,822
10-64-11505	DEFERRED COMP	16,094	15,823	16,229	7,612	17,040
10-64-11510	DENTAL INSURANCE	10,135	9,246	9,320	4,890	11,736
10-64-11600	LIFE INSURANCE	2,541	2,457	2,520	1,208	2,646
10-64-11700	WORKERS COMPENSATION	43,686	50,717	53,594	23,933	47,619
	FIRE DEPARTMENT PERSONNEL EXPENSE:	**1,822,990**	**2,049,929**	**1,960,228**	**965,384**	**1,953,133**

FIRE DEPARTMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-64-12300	UNIFORMS & CLOTHING	14,772	17,822	15,000	6,208	15,000
10-64-12400	TURNOUT GEAR	0	0	0	0	8,000
10-64-12500	RECRUITMENT/EMPLOYMENT TESTING	135	1,981	500	0	700
10-64-12600	VACCINES	990	-31	300	0	0
10-64-12700	CANCER INS POLICY	900	950	950	1,000	950
10-64-13100	BUSINESS TRAVEL	1,900	1,628	2,000	1,160	2,000
10-64-13400	EDUCATION & TRAINING	9,085	12,153	20,000	4,632	12,000
10-64-13500	SUBSCRIPTIONS & DUES	669	3,282	100	100	100
10-64-21000	ELECTRIC	8,071	7,160	10,000	3,161	10,000
10-64-22000	WATER	1,348	997	2,000	480	1,500
10-64-22550	SEWER AND GARBAGE SERV.	2,648	2,442	2,700	1,332	2,700
10-64-23000	GAS	3,169	4,090	3,000	876	3,500
10-64-24000	PHONES	6,488	6,024	5,000	2,841	5,000
10-64-24001	INTERNET ACCESS FEES	792	832	800	410	900
10-64-31000	PROFESSIONAL FEES	0	4,125	0	0	0
10-64-34000	CONTRACT SERVICES	29,056	6,396	7,000	2,813	7,000
10-64-34010	AMBULANCE BILLING SERVICES	24,642	30,283	25,000	8,276	25,000
10-64-40067	WILDLAND FIRE SVCS EXPENSE	6,759	3,707	40,000	0	20,000
10-64-40069	OUT OF CITY SERVICES	0	0	0	0	5,000
10-64-41500	OFFICE SUPPLIES	1,123	210	1,200	204	500
10-64-42030	BOOKS & REFERENCE MATERIALS	145	0	200	334	200
10-64-42050	NON CAP ADMIN EQUIP/FURN	2,329	2,467	5,000	4,193	5,000
10-64-43500	POSTAGE	233	33	50	20	50
10-64-45100	DISPOSABLE EQUIP & TOOLS	3,813	1,107	6,000	1,658	5,000
10-64-45300	CUSTODIAL SUPPLIES	2,045	4,385	2,500	1,593	2,500
10-64-46000	OPERATIONAL EXPENSES	23,248	9,765	20,000	5,602	22,500
10-64-46100	FIRE REPLACEMENT EXPENSE	0	1,481	0	0	500
10-64-46641	MEDICAL SUPPLIES	47,704	46,415	35,000	17,346	35,000
10-64-47000	PERMITS & LICENSES	1,300	1,000	1,000	500	1,000
10-64-50100	BLDG REPAIR & MAINT	1,971	4,001	10,000	1,293	10,000
10-64-55000	EQUIPMENT REPAIR & MAINT	7,386	2,805	10,000	256	10,000
10-64-55200	NON CAP EQUIP PURCHASES	3,525	1,950	2,000	2,258	2,000
10-64-61000	VEHICLE PARTS & LABOR	47,464	49,092	45,000	18,221	45,000
10-64-62003	GASOLINE	17,038	20,805	18,000	9,569	18,000
10-64-62004	DIESEL	23,417	22,417	25,000	9,284	20,000
10-64-91000	CAPITAL EXPENDITURES	0	9,000	0	7,750	0
10-64-99015	TRANSFER TO GF CAPITAL RESERVE	0	0	75,000	37,500	0
10-64-99017	TRANSFER GRANT MATCH	0	0	20,000	0	25,000
10-64-99998	GF INTERNAL SERVICES	0	305,067	222,917	111,459	211,453
	TOTAL FIRE DEPARTMENT EXPENSE:	**2,117,155**	**2,635,771**	**2,593,445**	**1,227,713**	**2,486,186**

CITY MAGISTRATE

The City Magistrate's Office was combined with the Justice Court in 2006. This budget provides funds for the Magistrate Judge retained by contract along with administrative service provided by the County.

CITY MAGISTRATE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-68-31000	PROFESSIONAL FEES	12,000	0	0	0	0
10-68-34000	CONTRACT SERVICES	19,060	36,224	40,000	12,190	34,000
10-68-99998	GF INTERNAL SERVICES	0	0	3,816	1,908	3,168
	TOTAL CITY MAGISTRATE EXPENSE:	**31,060**	**36,224**	**43,816**	**14,098**	**37,168**

CEMETERY

The Cemetery is the final resting place of generations of Bisbee residents, including many community pioneers. The Public Works administrative staff processes the sale of burial plots and records information such as the name, date of death, age, and location of those lain to rest. There are no employees dedicated exclusively to work on the cemetery, various Public Works Departments maintain the Cemetery grounds and inters remains/cremains at the cemetery. The Evergreen Cemetery Committee advises the Mayor and Council on the repairs and other needs of the cemetery.

CEMETERY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-70-22000	WATER	2,191	2,427	1,500	0	0
10-70-22550	SEWER AND GARBAGE SERV.	679	686	690	286	690
10-70-34100	DOC WORKERS	0	0	0	0	4,000
10-70-43500	POSTAGE	2	0	0	1	0
10-70-45100	DISPOSABLE EQUIP & TOOLS	1,894	37	2,000	0	500
10-70-46000	OPERATIONAL EXPENSES	3,870	2,801	0	383	500
10-70-91000	CAPITAL EXPENDITURES	0	0	4,000	0	0
10-70-99998	GF INTERNAL SERVICES	0	0	924	462	530
	TOTAL CEMETERY EXPENSE:	**8,635**	**5,952**	**9,114**	**1,132**	**6,220**

BUILDING MAINTENANCE

Building Maintenance is performed by Public Works Staff assisted by Department of Corrections (DOC) inmates who carry out general maintenance and repair of City buildings and furnishings and perform janitorial work. Building Maintenance does not have personnel expenses as there are no employees solely dedicated to building maintenance. Work is performed by various public works departments depending on work load in those departments.

BUILDING MAINTENANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-74-11050	SALARIES - PART TIME	0	0	0	0	8,840
10-74-11100	F.I.C.A.	0	0	0	0	548
10-74-11200	MEDICARE	0	0	0	0	128
10-74-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	903
10-74-11700	WORKERS COMPENSATION	0	0	0	0	359
	BUILDING MAINTENANCE PERSONNEL EXPENSE:	**0**	**0**	**0**	**0**	**10,778**
10-74-13100	BUSINESS TRAVEL	0	0	0	491	500
10-74-13400	EDUCATION & TRAINING	0	0	0	0	1,000
10-74-24000	PHONES	0	0	0	0	600
10-74-34000	CONTRACT SERVICES	2,023	1,091	1,500	634	1,500
10-74-42050	NON CAP ADMIN EQUIP/FURNITURE	890	692	0	0	500
10-74-45100	DISPOSABLE EQUIP & TOOLS	0	38	2,000	75	2,000
10-74-45200	SAFETY EQUIP & SUPPLIES	45	0	0	0	500
10-74-45300	CUSTODIAL SUPPLIES	5,269	2,753	5,500	520	4,000
10-74-46000	OPERATIONAL EXPENSES	4,688	3,965	3,000	1,650	4,000
10-74-46100	FIRE EXPENSE	0	23,523	0	0	0
10-74-50100	BLDG REPAIR & MAINT	13,545	43,096	40,000	25,684	25,000
10-74-55000	EQUIPMENT REPAIR & MAINT	450	5,581	200	150	1,000
10-74-61000	VEHICLE PARTS & LABOR	0	0	0	0	200
10-74-62003	GASOLINE	52	127	0	184	1,000
10-74-91000	CAPITAL EXPENDITURES	0	4,890	0	0	0
10-74-99998	GF INTERNAL SERVICES	0	0	5,457	2,729	4,899
	TOTAL BUILDING MAINTENANCE EXPENSE:	**26,963**	**85,755**	**57,657**	**32,117**	**57,477**

PUBLIC WORKS ADMINISTRATION

Public Works Administration processes all administrative paperwork for departments under the Public Works Director. These departments include Water Systems, Cemetery, Building Maintenance, Garage, Parks, Swimming Pool, Senior Center, Streets, Airport, Waste Water, Sanitation, and Bisbee Bus. Part of the personnel costs of this department are allocated to public works departments outside of the General Fund, including Streets, Waste Water, Sanitation and the Bus.

The Public Works Administration consists of four employees:

- 1 Public Works Director
- 1 Public Works Operations Manager
- 2 Administrative Assistants

PUBLIC WORKS ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-75-11000	SALARIES - GENERAL	27,917	49,599	79,741	40,124	79,993
10-75-11001	OVERTIME - GENERAL	468	296	500	488	500
10-75-11100	F.I.C.A.	1,678	2,994	4,975	2,349	4,991
10-75-11200	MEDICARE	392	700	1,163	549	1,167
10-75-11300	A.S.R.S.	3,545	5,212	9,717	4,919	9,836
10-75-11500	MEDICAL INSURANCE	4,193	6,049	10,982	6,816	11,582
10-75-11501	STANDARD DISABILITY INSURANCE	373	444	368	292	368
10-75-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,129	1,232	2,463
10-75-11505	DEFERRED COMP	615	839	1,582	831	1,582
10-75-11510	DENTAL INSURANCE	395	715	1,395	685	1,436
10-75-11600	LIFE INSURANCE	84	129	246	123	246
10-75-11700	WORKERS COMPENSATION	104	660	300	142	217
	PUBLIC WORKS ADMIN PERSONNEL EXPENSE:	**39,763**	**67,638**	**113,098**	**58,550**	**114,381**
10-75-11990	REIMBURSED ERE-BISBEE BUS	-1,070	-335	-1,000	0	0
10-75-12500	RECRUITMENT/EMPLOYEE TESTING	0	474	500	0	500
10-75-13100	BUSINESS TRAVEL	1,601	200	1,000	778	1,200
10-75-13200	SUBSCRIPTIONS & DUES	0	0	250	119	250
10-75-13400	EDUCATION & TRAINING	333	0	2,500	1,528	2,500
10-75-21000	ELECTRIC	576	1,107	1,000	1,505	3,500
10-75-22000	WATER	271	310	500	129	500
10-75-22550	SEWER AND GARBAGE SERV.	1,045	962	1,050	525	1,050
10-75-23000	GAS	512	521	1,000	221	1,000
10-75-24000	PHONES	976	971	1,450	590	1,450
10-75-31000	PROFESSIONAL FEES	455	0	0	0	0
10-75-34000	CONTRACT SERVICES	1,158	915	400	1,490	4,500
10-75-41500	OFFICE SUPPLIES	3,632	2,868	2,000	1,127	3,000
10-75-42020	PRINTING & REPRODUCTION	19	0	0	37	50
10-75-42040	ADVERTISING	765	1,121	1,000	41	1,000
10-75-42050	NON CAP ADMIN EQUIP/FURN	765	2,246	1,000	844	4,000
10-75-43500	POSTAGE	98	55	200	26	200
10-75-45100	DISPOSABLE EQUIP & TOOLS	0	311	0	0	0
10-75-45300	CUSTODIAL SUPPLIES	644	1,164	1,000	450	1,000
10-75-46000	OPERATIONAL EXPENSES	4,850	1,935	1,000	735	2,000
10-75-50100	BLDG REPAIR & MAINT	892	73	0	0	0
10-75-61000	VEHICLE PARTS & LABOR	0	0	0	0	200
10-75-62003	GASOLINE	510	452	500	144	500
10-75-99998	GF INTERNAL SERVICES	0	0	16,583	8,292	13,305
	TOTAL PUBLIC WORKS ADMIN EXPENSE:	**57,795**	**82,985**	**145,031**	**77,131**	**156,086**

PUBLIC WORKS GARAGE

The City of Bisbee operates a garage for the purpose of maintaining its fleet of motorized vehicles and equipment. This includes automobiles, garbage trucks, street sweepers, power vacuum truck, excavators, mowers, motor graders, street paving equipment, city buses, police and fire vehicles. The City utilizes intergovernmental agreements (IGAs) with the City of Sierra Vista for major mechanical work on the vehicles and equipment.

The Public Works Garage consists of two employees:

- Lead Equipment Mechanic
- Equipment Mechanic

PUBLIC WORKS GARAGE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-77-11000	SALARIES - GENERAL	75,706	86,334	91,562	45,781	92,341
10-77-11001	OVERTIME - GENERAL	7,962	7,098	7,500	655	7,500
10-77-11100	F.I.C.A.	5,479	5,748	6,142	2,754	6,190
10-77-11200	MEDICARE	1,281	1,344	1,436	644	1,448
10-77-11300	A.S.R.S.	10,839	11,682	11,996	5,658	12,201
10-77-11500	MEDICAL INSURANCE	11,979	11,948	11,264	6,329	11,879
10-77-11501	STANDARD DISABILITY INSURANCE	467	509	470	235	470
10-77-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	1,487	697	1,394
10-77-11505	DEFERRED COMP	1,758	1,623	1,623	811	1,623
10-77-11510	DENTAL INSURANCE	1,424	977	977	489	1,007
10-77-11600	LIFE INSURANCE	273	252	252	126	252
10-77-11700	WORKERS COMPENSATION	3,592	4,210	4,324	1,887	3,125
	PUBLIC WORKS GARAGE PERSONNEL EXPENSE:	**120,761**	**131,726**	**139,033**	**66,066**	**139,430**
10-77-11990	REIMBURSED ERE-BISBEE BUS	-3,628	-1,967	-1,300	0	0
10-77-12300	UNIFORMS & CLOTHING	97	339	300	0	500
10-77-13100	BUSINESS TRAVEL	0	0	1,000	0	1,000
10-77-13400	EDUCATION & TRAINING	53	0	1,500	162	1,500
10-77-21000	ELECTRIC	2,232	2,184	3,250	995	3,250
10-77-22550	SEWER AND GARBAGE SERV.	1,183	1,097	1,200	599	1,200
10-77-23000	GAS	1,495	1,664	1,700	333	1,700
10-77-24000	PHONES	1,511	1,565	2,500	915	2,500
10-77-24001	INTERNET ACCESS	0	0	1,200	0	1,200
10-77-34000	CONTRACT SERVICES	7,310	5,764	6,500	3,028	6,500
10-77-34100	DOC WORKERS	20	0	0	0	0
10-77-41500	OFFICE SUPPLIES	49	0	100	0	100
10-77-42050	NON CAP ADMIN EQUIP/FURN	245	0	0	1,210	3,000
10-77-45100	DISPOSABLE EQUIP & TOOLS	2,630	2,456	3,000	336	3,000
10-77-45200	SAFETY EQUIP & SUPPLIES	419	0	1,000	0	1,000
10-77-45300	CUSTODIAL SUPPLIES	303	21	500	63	500
10-77-46000	OPERATIONAL EXPENSES	346	891	1,500	457	1,500
10-77-50100	BLDG REPAIR & MAINT	0	0	2,500	0	2,500
10-77-55000	EQUIPMENT REPAIR & MAINT	528	0	2,500	386	2,500
10-77-55200	NON CAP EQUIP PURCHASES	0	629	0	293	500
10-77-61000	VEHICLE PARTS & LABOR	1,820	1,485	5,000	694	5,000
10-77-62003	GASOLINE	153	159	250	0	250
10-77-62007	OTHER FLUIDS & LUBRICANTS	4,662	4,141	5,000	4,151	5,000
10-77-91000	CAPITAL EXPENDITURES	0	4,931	8,000	0	8,000
10-77-99998	GF INTERNAL SERVICES	0	17,945	18,529	9,264	17,857
	TOTAL PUBLIC WORKS GARAGE EXPENSE:	**142,187**	**175,031**	**204,762**	**88,953**	**209,487**

BUILDING INSPECTOR

The Building Inspection and Code Enforcement Officer issues building permits, reviews plans, conducts inspections, and responds to concerns regarding Building, Zoning, and City Code violations. The Building Inspection and Code Enforcement Officer endeavors to assure compliance with the. City's various codes and thereby improve or protect the health and safety of Bisbee residents. In addition, the inspector is the staff liaison to the Design Review Board and acts as support staff to the Planning and Zoning Commission and the Board of Adjustment. The Building Inspector is also a member of the site planning committee which reviews site plans for certain developments in the City, performs inspections for business licenses, and assists with the development of the GIS system, zoning maps, and zoning code changes.

At this time Cochise County Planning and Development Department assists with the City of Bisbee's Building Inspector and City Manager with a variety of services through an intergovernmental agreement.

BUILDING INSPECTOR

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-79-11000	SALARIES - GENERAL	44,919	49,215	49,629	25,993	49,629
10-79-11001	OVERTIME - GENERAL	1,148	1,027	1,300	295	1,790
10-79-11100	F.I.C.A.	2,915	3,174	3,107	1,611	3,137
10-79-11200	MEDICARE	682	742	727	377	734
10-79-11300	A.S.R.S.	5,322	5,940	5,916	3,106	5,978
10-79-11500	MEDICAL INSURANCE	5,989	5,974	5,632	2,617	5,939
10-79-11501	STANDARD DISABILITY INSURANCE	269	292	269	135	269
10-79-11505	DEFERRED COMP	879	811	811	406	811
10-79-11510	DENTAL INSURANCE	268	262	262	131	270
10-79-11600	LIFE INSURANCE	137	126	129	63	129
10-79-11700	WORKERS COMPENSATION	1,135	1,366	1,588	671	1,588
	BUILDING INSPECTOR PERSONNEL EXPENSE:	**63,663**	**68,929**	**69,370**	**35,404**	**70,274**
10-79-12300	UNIFORMS & CLOTHING	104	135	500	0	500
10-79-13100	BUSINESS TRAVEL	207	0	500	0	500
10-79-13400	EDUCATION & TRAINING	497	169	1,000	159	1,000
10-79-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	135	100	0	100
10-79-24000	PHONES	221	257	300	112	300
10-79-24001	INTERNET	0	348	0	240	0
10-79-31000	PROFESSIONAL FEES	4,088	0	1,000	0	1,000
10-79-34000	CONTRACT SERVICES	0	4,622	0	5,575	4,000
10-79-41500	OFFICE SUPPLIES	262	319	300	7	200
10-79-42030	BOOKS & REFERENCE MATERIALS	58	0	350	49	350
10-79-42050	NON CAP ADMIN EQUIP/FURN	0	20	500	0	500
10-79-43500	POSTAGE	78	108	200	89	200
10-79-45100	DISPOSABLE EQUIP & TOOLS	0	11	100	31	100
10-79-46000	OPERATIONAL EXPENSES	28	206	200	16	200
10-79-46100	FIRE REPLACEMENT EXPENSE	0	6	0	0	0
10-79-61000	VEHICLE PARTS & LABOR	146	641	150	0	3,600
10-79-62003	GASOLINE	0	1,205	2,000	387	1,000
10-79-99998	GF INTERNAL SERVICES	0	17,945	7,543	3,771	7,811
	TOTAL BUILDING INSPECTOR EXPENSE:	**69,351**	**95,056**	**84,113**	**45,841**	**91,635**

PARKS

The Parks department includes parks maintenance, special events, and recreation programs. There is an established Parks and Recreation Committee to advise and make recommendations to the City Council regarding various park and recreation functions. Community volunteers can assist with the maintenance and planting at City parks through the Adopt-a-Park program. The City maintains 12 developed parks that total 5.85 acres for recreational use. Vista Park is the largest at 2.63 acres while the others are significantly smaller. City events play a large role in activities for the residents and visitors which include the Fourth of July Events, Festival of Lights, and Movies in the Park. City sponsored events include the Copper Classic Car Show, Brewery Gulch Daze, Bisbee Blues Festival, Boys and Girls Club Halloween Bash, and Bisbee Bloomers Garden Tour, among other events.

The Parks department consists of three employees:

- 2 Groundskeepers, Full-Time
- 1 Groundskeeper, Part-Time

PARKS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-80-11000	SALARIES - GENERAL	57,650	63,425	56,160	28,420	52,000
10-80-11001	OVERTIME - GENERAL	15,254	18,550	15,000	1,081	2,000
10-80-11050	SALARIES - PART TIME	9,750	6,690	12,168	5,535	12,168
10-80-11100	F.I.C.A.	5,188	5,576	5,166	2,216	4,102
10-80-11200	MEDICARE	1,213	1,304	1,208	518	959
10-80-11300	A.S.R.S.	8,391	8,589	8,617	3,624	6,599
10-80-11500	MEDICAL INSURANCE	11,064	10,952	11,264	5,632	11,879
10-80-11501	STANDARD DISABILITY INSURANCE	318	462	426	60	314
10-80-11505	DEFERRED COMP	1,623	1,488	1,623	811	1,623
10-80-11510	DENTAL INSURANCE	413	745	977	489	1,473
10-80-11600	LIFE INSURANCE	242	242	252	126	252
10-80-11700	WORKERS COMPENSATION	3,370	3,995	4,041	1,578	2,301
10-80-11800	STATE UNEMPLOYMENT	0	0	0	467	0
	PARKS PERSONNEL EXPENSE:	**114,475**	**122,017**	**116,902**	**50,557**	**95,670**
10-80-12300	UNIFORMS & CLOTHING	248	202	200	285	300
10-80-13100	BUSINESS TRAVEL	0	52	500	113	500
10-80-13400	EDUCATION & TRAINING	0	118	1,500	550	1,500
10-80-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	0	0	0	500
10-80-21000	ELECTRIC	3,296	3,716	4,000	1,803	4,000
10-80-22000	WATER	34,871	26,306	25,000	12,861	25,000
10-80-22550	SEWER AND GARBAGE SERV.	2,547	2,350	2,565	1,282	2,565
10-80-24000	PHONES	743	518	700	512	1,200
10-80-24110	RENT/LEASE	796	0	0	0	0
10-80-34000	CONTRACT SERVICES	2,522	2,779	2,200	1,320	2,600
10-80-34100	DOC WORKERS	8,932	13,388	10,000	4,602	10,000
10-80-41500	OFFICE SUPPLIES	0	0	0	0	250
10-80-42040	ADVERTISING	6	0	0	0	0
10-80-43500	POSTAGE	10	1	0	0	0
10-80-45100	DISPOSABLE EQUIP & TOOLS	904	1,816	1,500	832	2,000
10-80-45200	SAFETY EQUIP & SUPPLIES	678	813	1,000	628	1,100
10-80-45300	CUSTODIAL SUPPLIES	3,332	1,922	3,500	1,935	3,500
10-80-46000	OPERATIONAL EXPENSES	18,230	6,443	5,000	5,502	9,750
10-80-46801	REC PROGRAMS/SPECIAL EVENTS	9,397	6,079	5,000	1,736	3,500
10-80-46802	LANDSCAPING MATERIALS	15,672	5,439	6,000	931	6,000
10-80-50100	BLDG REPAIR & MAINT	1,020	0	5,000	0	5,000
10-80-50110	BLDG REPAIR & MAINT-VANDALISM	1,221	610	0	0	1,500
10-80-55000	EQUIPMENT REPAIR & MAINT	99	1,091	1,200	727	1,200
10-80-55100	REPAIR & MAINT - OTHER	110	0	250	175	475
10-80-55200	NON CAP EQUIP PURCHASES	5,556	968	1,000	427	1,250
10-80-61000	REPAIRS & MAINT - VEHICLES	1,816	2,352	2,000	570	0
10-80-62003	GASOLINE	7,267	6,392	6,500	4,191	6,500
10-80-62004	DIESEL	38	0	0	0	0
10-80-99998	GF INTERNAL SERVICES	0	17,945	21,028	10,514	17,319
	TOTAL PARKS EXPENSE:	**233,787**	**223,317**	**222,545**	**102,051**	**203,179**

SWIMMING POOL

The Bisbee Municipal Swimming Pool is a long-standing feature of Bisbee recreation. The City of Bisbee was awarded a grant for $47,000 from Arizona State Parks in 1967 to build the pool for the youth of Bisbee. Total project cost was $95,000 and was completed in 1969. It included a large pool with a diving board, a baby pool, and a building for changing rooms. Since then, a Ramada with picnic tables was added, the original diving board was removed, and the changing rooms have been restructured. Major repairs have been made to bring the pool into compliance with the ADA. A large donation was made in Fiscal Year 2017 to repair the baby pool, improvements were made to the grounds, and new furniture was purchased for around the pool. The pool typically opens Memorial Day weekend and closes when school resumes; however, with the help of donations and warm weather conditions the pool season may be extended

The Pool employees include nine part-time seasonal lifeguard positions and one part-time seasonal pool manager position.

SWIMMING POOL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-81-11000	SALARIES - GENERAL	0	217	0	-171	0
10-81-11001	OVERTIME - GENERAL	156	885	0	0	0
10-81-11050	SALARIES - PART TIME	20,652	23,306	21,600	15,188	21,600
10-81-11100	F.I.C.A.	1,286	1,516	1,339	929	1,339
10-81-11200	MEDICARE	301	355	313	217	313
10-81-11700	WORKERS COMPENSATION	1,191	1,353	1,223	807	877
	SWIMMING POOL PERSONNEL EXPENSE:	**23,585**	**27,632**	**24,475**	**16,971**	**24,129**
10-81-13100	BUISINESS TRAVEL	0	289	0	0	0
10-81-13400	EDUCATION & TRAINING	0	530	500	114	500
10-81-21000	ELECTRIC	11,004	11,858	10,000	2,602	10,000
10-81-22000	WATER	9,060	6,249	6,000	3,098	6,000
10-81-24000	PHONES	422	481	500	407	800
10-81-34000	CONTRACT SERVICES	50	32	0	0	0
10-81-42040	ADVERTISING	124	14	0	0	0
10-81-45100	DISPOSABLE EQUIP & TOOLS	420	194	500	0	500
10-81-45300	CUSTODIAL SUPPLIES	218	48	100	0	500
10-81-46000	OPERATIONAL EXPENSES	10,894	5,035	4,500	3,204	4,500
10-81-47000	PERMITS & LICENSES	100	-100	100	250	300
10-81-50100	BLDG REPAIR & MAINT	2,130	689	2,000	0	2,000
10-81-55000	EQUIPMENT REPAIR & MAINT	1,666	110	1,500	0	1,500
10-81-55200	NON CAP EQUIP PURCHASES	624	0	0	0	2,500
10-81-99998	GF INTERNAL SERVICES	0	17,945	8,044	4,022	4,960
	TOTAL SWIMMING POOL EXPENSE:	**60,298**	**71,006**	**58,219**	**30,668**	**58,189**

COPPER QUEEN LIBRARY

2019: The Copper Queen Library was recognized as America's Best Small Library in America by the Library Journal for 2019. Library staff travelled to Burlington, Vermont to accept the award at the Association of Rural and Small Libraries. The award has given the Library national recognition for its excellence in library services and programs. The Library was also featured in TIME magazine in April of this year.

The Copper Queen Library, Arizona's oldest continuously-operating public library, is owned and operated by the City. It was established in 1882 and has served the residents of Bisbee from its current location at 6 Main Street in the Downtown Historic District since 1907.

The mission of the Copper Queen Library is to provide Bisbee residents of all ages with opportunities to achieve self- directed, personal growth and development; find, evaluate, and use information in a variety of formats; and better understand the various cultures represented in Bisbee. In fiscal year 2018-2019, the library greeted **46,060** adult patrons (previous year: 37,314) and **3,891** juvenile patrons (previous year: 3,427)

To further its mission, the Library acquires and organizes information in a variety of media, including books, newspapers, magazines, video, sound recordings, software, and the Internet. In fiscal year 2018-2019, the library circulated **65,381** items (previous year: 55,340) including **17,563 adult books**, **31,565 DVDs**, and **3,079 CDs** and **8,615 children's books**. Also, **5,273** patrons used the library's public computers.

Library employees help train the public in library usage and offers educational and informational programs free to the public for both children and adults. In fiscal year 2018-2019, **4,481** adults and **680** children attended programs.

The library also provides free meeting facilities for civic groups and other organizations. The Library elevator makes its services, programs, and collections accessible to all; additionally, both its Interlibrary Loan Service and its partnership with the Cochise County Library District enable the Library to provide services to blind and physically handicapped residents.

Highlights from last fiscal year to the present include:

Best Small Library in America: The Copper Queen Library was recognized as America's Best Small Library in America by the Library Journal for 2019. Library staff travelled to Burlington, Vermont to accept the award at the Association of Rural and Small Libraries. The award has given the Library national recognition for its excellence in library services and programs.

Internet Hotspot Lending Program: The Library's Internet Hotspot Lending Program continues to support library patrons who do not have internet service at home. To date, the Library has 45 hotspots in circulation.

Seed Library Grants: The Library continues to supplement its Seed Library through grants and donations. This spring, while the library was shut down, we started a seed subscription and mailed out over 500 packs of seeds to library patrons. This project was supported by the Bisbee Bloomers, the Friends of the Copper Queen Library, and a gift from Bisbee Vogue.

Food for Fines: The Library had another successful year collecting canned/nonperishable foods for the Bisbee Fire Department's Holiday Food Drive. The annual program allows patrons to pay off their overdue fines with cans of food which are then donated to the Fire Department.

Secret Santa: The Library's third annual Secret Santa allows library patrons to help reinstate a child's library borrowing privileges by replacing the lost and damaged items on their library accounts, thus clearing their delinquent accounts and returning the item back to the library's shelves for checkout.

San Jose Annex Expansion: The Library is currently working on expanding our San Jose Library Annex into another classroom located directly across the hall from the current space. The new room will feature the adult collection, a quieter reading area, a public meeting space and the library's new **Tool Lending Library**. This new arrangement will free up room in the original space to create a new teen library and lounge, complete with books, board games, and art supplies. The new teen library was created, in part, from a donation of over 700 new books from Grow Your Library, a nonprofit that helps small and rural libraries expand their existing collections. The Library also applied for a collection grant from the Arizona State Library to further expand the collection. This year, the Library will work with the BUSD, Bisbee Science Lab, Freeport and FireWise to create outdoor spaces around the building that can be used in conjunction with Library programs and services.

The Library consists of five employees:

- 1 Full-time Library Manager
- 1 Full-time Program Coordinator
- 1 Part-time Early Literacy Coordinator (19.5 hours/week)
- 1 Part-time Library Assistant (24 hours/week)
- 1 Part-time Library Assistant (10 hours/week)

The library also receives assistance from volunteers who logged **over 900** volunteer hours last fiscal year, along with financial assistance from the Friends of the Copper Queen Library to help with Collection Development.

COPPER QUEEN LIBRARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-83-11000	SALARIES - GENERAL	33,305	60,944	65,333	35,743	75,859
10-83-11001	OVERTIME - GENERAL	32	52	0	0	0
10-83-11050	SALARIES - PART TIME	27,642	19,238	29,302	12,667	33,384
10-83-11100	F.I.C.A.	3,877	4,999	5,867	3,002	6,773
10-83-11200	MEDICARE	907	1,169	1,372	702	1,584
10-83-11300	A.S.R.S.	7,194	7,078	7,912	4,307	11,100
10-83-11301	A.S.R.S - ALT CONTRIBUTION	172	0	0	16	0
10-83-11500	MEDICAL INSURANCE	11,979	11,948	11,264	2,816	11,879
10-83-11501	STANDARD DISABILITY INSURANCE	237	433	424	212	424
10-83-11505	DEFERRED COMP	1,713	1,623	1,623	406	1,623
10-83-11510	DENTAL INSURANCE	573	955	977	489	1,007
10-83-11600	LIFE INSURANCE	273	252	252	126	252
10-83-11700	WORKERS COMPENSATION	844	1,491	1,605	178	1,544
	COPPERY QUEEN LIBRARY PERSONNEL EXPENSE:	**88,749**	**110,183**	**125,931**	**60,663**	**145,429**
10-83-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	0	32	0
10-83-13100	BUSINESS TRAVEL	0	0	0	1,332	2,500
10-83-13400	EDUCATION & TRAINING	0	0	0	340	1,000
10-83-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	0	0	84	0
10-83-21000	ELECTRIC	7,303	7,556	8,500	2,564	8,500
10-83-22000	WATER	840	907	950	498	1,200
10-83-22550	SEWER AND GARBAGE SERV.	1,324	1,221	1,324	666	1,324
10-83-24000	PHONES	2,276	2,547	2,750	1,224	3,000
10-83-24001	INTERNET ACCESS	743	2,664	1,010	640	1,900
10-83-34000	CONTRACT SERVICES	6,521	4,092	8,500	2,112	8,500
10-83-34100	DOC WORKERS	106	0	0	0	0
10-83-41500	OFFICE SUPPLIES	2,183	2,530	2,200	1,720	2,500
10-83-42040	ADVERTISING	200	501	275	359	360
10-83-42050	NON CAP ADMIN EQUIP/FURN	1,079	904	1,200	506	1,200
10-83-43500	POSTAGE	1,616	380	1,500	0	1,500
10-83-45300	CUSTODIAL SUPPLIES	611	605	900	225	1,000
10-83-46000	OPERATIONAL EXPENSES	0	203	500	608	750
10-83-46831	BOOKS	10,117	6,182	6,500	2,421	7,000
10-83-46832	AUDIO VISUAL MATERIAL	961	1,313	1,500	696	1,750
10-83-46833	CHILDRENS MATERIALS	1,197	1,359	1,500	831	1,750
10-83-46834	PERIODICALS	2,292	1,588	2,000	742	2,000
10-83-46835	ELECTRONIC MEDIA	-264	144	0	0	0
10-83-47000	PERMITS & LICENSES	436	2,052	2,000	0	2,000
10-83-50100	BLDG REPAIR & MAINT	1,637	6,829	10,000	1,797	10,000
10-83-55000	EQUIPMENT REPAIR & MAINT	602	48	500	0	500
10-83-55200	NON CAP EQUIP PURCHASES	0	0	0	143	200
10-83-99998	GF INTERNAL SERVICES	0	17,945	17,128	8,564	19,183
	TOTAL COPPER QUEEN LIBRARY EXPENSE:	**130,528**	**171,752**	**196,668**	**88,768**	**225,046**

SENIOR CENTER

The Bisbee Senior Center provides activities and programming for the City's senior population. The Senior Center also provides space for Southeastern Arizona Governments Organization (SEAGO) Area Agency on Aging. This Building and grounds are maintained by Public Works. Additionally, the City of Bisbee pays a contribution towards the Senior Center Coordinator's salary along with paying all of the building's utilities, and custodial supplies.

SENIOR CENTER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-85-21000	ELECTRIC	5,563	5,221	6,500	2,746	6,500
10-85-22000	WATER	1,011	996	1,300	441	1,300
10-85-22550	SEWER AND GARBAGE SERV.	813	748	900	408	900
10-85-23000	GAS	4,004	6,203	5,000	1,887	6,500
10-85-24000	PHONES	844	879	850	465	960
10-85-24001	INTERNET ACCESS FEES	714	718	750	366	750
10-85-34000	CONTRACT SERVICES	398	436	500	380	500
10-85-34085	COORDINATOR CONTRIBUTIONS	7,400	7,400	7,500	3,700	7,500
10-85-34100	DOC WORKERS	214	1,133	1,000	550	1,000
10-85-45100	DISPOSABLE EQUIP & TOOLS	0	0	500	63	500
10-85-45300	CUSTODIAL SUPPLIES	142	663	650	300	650
10-85-50100	BLDG REPAIR & MAINT	163	0	5,000	1,989	5,000
10-85-99998	GF INTERNAL SERVICES	0	0	2,905	1,452	2,289
	TOTAL SENIOR CENTER EXPENSE:	**21,265**	**24,398**	**33,355**	**14,748**	**34,349**

CONTINGENCY

The Contingency account provides a place to budget for opportunities, unexpected expenses, and emergencies.

CONTINGENCY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
10-99-30100	CONTINGENCY EXPENSES	499,964	12	0	0	0
10-99-99100	UNASSIGNED EXPENSES	0	0	100,000	0	100,000
	TOTAL CONTINGENCY EXPENSE:	**499,964**	**12**	**100,000**	**0**	**100,000**
	TOTAL GENERAL FUND REVENUES	***8,939,103***	***7,014,093***	***7,702,489***	***3,429,281***	***7,572,007***
	TOTAL GENERAL FUND EXPENSES	***6,516,398***	***7,230,132***	***7,702,489***	***3,603,892***	***7,572,007***
	TOTAL GENERAL FUND REVENUES OVER EXPENSES	***2,422,705***	***-216,040***	***0***	***-174,610***	***0***

GOVERNMENT GRANTS

This fund accounts for government grants such as Community Development Block Grants (CDBG). CDBG funds are federal entitlement dollars that are awarded to cities and towns in every state. Funds are for various community development programs such as repairing or creating infrastructure. Most recently the City has used CDBG funds for the Tintown Streets Improvement Project. Rural communities receive their share in an allocation from the State. Bisbee's CDBG funds are managed by SEAGO

GOVERNMENT GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
11-30-22522	TINTOWN PAVING & IMPR PHASE 1	43,572	150,721	0	0	
11-30-22523	TINTOWN PAVING & IMPR PHASE 2	0	194,273	214,000	263,159	
11-30-22524	TINTOWN PAVING & IMPR PHASE 3	0	0	0	0	400,000
	TOTAL GOVERNMENT GRANTS REVENUE:	**43,572**	**344,994**	**214,000**	**263,159**	**400,000**
11-40-22522	TINTOWN PAVING & IMPR PHASE 1	43,572	150,560	0	241,023	0
11-40-22523	TINTOWN PAVING & IMPR PHASE 2	0	194,434	214,000	27,607	0
11-40-22524	TINTOWN PAVING & IMPR PHASE 3	0	0	0	0	400,000
	TOTAL GOVERNMENT GRANTS EXPENSE:	**43,572**	**344,994**	**214,000**	**268,630**	**400,000**

PUBLIC SAFETY – FIRE GRANTS

The Public Safety – Fire Grants Fund is used to account for public safety grants. Each year FEMA awards grants to eligible communities for the purchase of vehicles and equipment to enhance homeland security. In the past this funding has enabled the City to purchase a fire engine and an ambulance. More recently the Fire Department has applied for and been awarded a grant from the Fire House Subs grants which facilitated the purchase of rescue equipment.

The Fire Department is requesting a FEMA grant this fiscal year for a water tender and ambulance.

PUBLIC SAFETY - FIRE GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
17-30-22503	OTHER GRANTS	0	2,750	150,000	0	0
17-30-22504	FIRE HOUSE SUBS GRANT	24,759	0	0	0	0
17-30-22505	AZ COMM FOUNDATION ED GRANT	0	1,000	0	0	0
17-30-22506	FEMA EQUIPMENT GRANT	0	0	380,000	0	550,000
17-38-99964	TRANSFER FROM GF-GRANT MATCH	0	0	20,000	0	25,000
	TOTAL PUBLIC SAFETY - FIRE GRANTS REVENUE:	**24,759**	**3,750**	**550,000**	**0**	**575,000**
17-40-22501	FEMA	0	0	400,000	0	0
17-40-22503	OTHER GRANTS	0	0	150,000	0	0
17-40-22504	FIRE HOUSE SUBS GRANT	13,189	11,585	0	0	0
17-40-22506	FEMA EQUIPMENT GRANT	0	0	0	14,431	575,000
	TOTAL PUBLIC SAFETY - FIRE GRANTS EXPENSE:	**13,189**	**11,585**	**550,000**	**14,431**	**575,000**

TRANSPORTATION GRANTS

The Transportation Grants fund includes funding from the Federal Aviation Administration (FAA) for Airport improvements and related 5% grant match.

TRANSPORTATION GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
18-30-22519	FAA-AIRPORT ENTITLEMENT GRANT	0	0	0	0	285,000
18-38-99921	TRANSFER FROM STREETS	0	0	0	0	15,000
	TOTAL TRANSPORTATION GRANTS REVENUE:	**0**	**0**	**0**	**0**	**300,000**
18-40-22519	FAA-AIRPORT ENTITLEMENT GRANT	0	0	0	0	300,000
	TOTALTRANSPORTATION GRANTS EXPENSE:	**0**	**0**	**0**	**0**	**300,000**

TRANSIENT ROOM TAX

The Transient Room Tax (aka Bed Tax) is the primary revenue source used to promote tourism in the City of Bisbee. This tax supports the Bisbee Visitor Center which serves as an official Arizona Office of Tourism designated visitor information center. This center provides information about area attractions, recreational opportunities, and hospitality amenities. As required by the Arizona Office of Tourism, the center also provides a variety of printed literature. The center provides both visitor and relocation packets. The City currently contracts for marketing services including securing and administering Arizona Office of Tourism Co-operative Marketing Grants; City of Bisbee and Queen Mine Tour ad placements; marketing efforts including press releases; website; social media management; coordinating familiarization tours for film producers and travel writers; and participating in trade shows. The marketing firm is responsible for maintaining the official tourism website www.discoverbisbee.com, the Discover Bisbee Facebook, Instagram, and Twitter accounts. Funding for the Visitor Center may be supplemented by resources from the Queen Mine Tour Enterprise Fund and tourism grants.

The Visitor Center consists of two employees:

- Part-time Visitor Center Office Assistant
- A shared employee with the Mining Museum

TRANSIENT ROOM TAX

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
20-31-10000	CITY SALES TAX	104,826	94,621	113,000	58,863	135,000
20-31-10020	1% BED TAX	41,927	54,164	0	0	0
20-38-40000	DONATIONS/MISC	0	0	0	1,000	0
20-38-51000	USE OF FUND BALANCE	0	0	51,905	0	0
20-38-99059	TRANSFER FROM QM	16,000	16,000	0	0	0
	TOTAL TRANSIENT ROOM TAX REVENUE:	**162,753**	**164,785**	**164,905**	**59,863**	**135,000**
20-40-11000	SALARIES - GENERAL	37,905	20,240	58,240	-66	0
20-40-11001	OVERTIME - GENERAL	55	0	0	0	0
20-40-11050	SALARIES - PART TIME	9,516	13,203	11,362	6,517	12,168
20-40-11100	F.I.C.A.	2,934	2,062	4,315	401	754
20-40-11200	MEDICARE	686	482	1,009	94	176
20-40-11300	A.S.R.S.	4,384	2,267	7,053	0	0
20-40-11500	MEDICAL INSURANCE	5,989	2,987	5,632	0	0
20-40-11501	STANDARD DISABILITY INSURANCE	224	106	269	0	0
20-40-11505	DEFERRED COMP	879	406	811	0	0
20-40-11510	DENTAL INSURANCE	268	131	715	0	0
20-40-11600	LIFE INSURANCE	137	63	126	0	0
20-40-11700	WORKERS COMPENSATION	276	204	311	23	33
	TRANSIENT ROOM TAX PERSONNEL EXPENSE:	**63,254**	**42,151**	**89,843**	**6,968**	**13,131**
20-40-13100	BUSINESS TRAVEL	2,810	2,356	4,000	91	2,870
20-40-13101	BUSINESS TRAVEL-OVERNIGHT DEST	3,461	0	0	0	1,000
20-40-13400	EDUCATION & TRAINING	602	620	500	0	500
20-40-13500	SUBSCRIPTIONS & MEMBERSHIPS	54	1,093	1,000	559	1,100
20-40-24000	PHONES	2,416	2,878	3,000	1,213	3,000
20-40-31000	PROFESSIONAL FEES	1,000	775	1,000	1,000	1,000
20-40-34000	CONTRACT SERVICES	8,641	13,585	13,000	21,860	58,000
20-40-34001	CONTRACT SER- OVERNIGHT DEST	4,310	0	0	0	0
20-40-41500	OFFICE SUPPLIES	358	119	500	0	500
20-40-42020	PRINTING & REPRODUCTION	2,920	1,835	3,000	106	2,870
20-40-42021	PRINTING & REPRO OVERNIGHT DES	1,630	1,630	0	0	0
20-40-42040	ADVERTISING	46,059	47,154	33,000	10,102	34,000
20-40-42041	ADVERTISING-OVERNIGHT DEST	26,530	15,341	0	0	0
20-40-42050	NON CAP ADMIN EQUIP/FURN	1,462	249	1,000	0	1,000
20-40-43500	POSTAGE	465	385	500	103	500
20-40-43600	FILM OFFICE EXPENSES	1,000	0	0	0	0
20-40-46000	OPERATIONAL EXPENSES	282	456	200	0	4,022
20-40-46001	OPERATIONAL EXP-OVERNIGHT DEST	136	0	0	0	0
20-40-99998	GF INTERNAL SERVICES	0	17,945	14,362	7,181	11,507
	TOTAL TRANSIENT ROOM TAX EXPENSE:	**167,391**	**148,571**	**164,905**	**49,183**	**135,000**

STREETS

The Streets Fund provides for the operation and maintenance of streets, alleys, sidewalks, stairs, drainage channels, right of ways, and street lighting throughout the City. Currently the main source of funding for the Streets Fund is the 1% sales tax adopted December 16th, 2014 and sunsets in March 1st, 2023. The purpose of this tax is for the maintenance, repair, replacement and improvement of the 42 miles of City streets and related infrastructure. The other major source of funding for the Streets Fund is the Highway User Revenue Fund (HURF). HURF funds are used for all costs related to street maintenance and repair. Work performed by Streets Department employees includes repairing, replacing, or installing traffic and pedestrian signage, controlling vegetation which may impede vehicular or pedestrian traffic or the visibility of signs or markers, preparation and clean-up of all events conducted in the City, and open/close of cemetery plots. Since the City discourages the use of herbicides, the vegetation must be cleared manually on roadside, public walkways and drainage ways in the City.

The Streets Department consists of four full-time equipment operators.

STREETS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
21-31-20000	H.U.R.F. GAS TAX	445,564	457,993	441,400	431,290	483,440
21-36-10000	1% Sales Tax Increase	753,021	680,651	753,000	376,017	753,000
21-36-10500	CEMETERY OPEN/CLOSE FEES	3,875	3,625	5,500	1,200	3,000
21-36-11060	STREET PAVEMENT CUT FEES	7,175	21,168	5,000	0	5,000
21-36-11100	STREETS EQUIPMENT RENTAL	13,905	1,170	6,000	0	0
21-36-21000	INTEREST INCOME (LGIP)	8	14	0	5	10
21-38-51000	USE OF FUND BALANCE	0	0	0	0	984,725
	TOTAL STREETS REVENUE:	**1,223,549**	**1,164,621**	**1,210,900**	**808,513**	**2,229,175**
21-40-11000	SALARIES - GENERAL	140,309	150,183	178,751	85,816	169,476
21-40-11001	OVERTIME - GENERAL	9,060	16,912	15,000	1,930	4,000
21-40-11100	F.I.C.A.	8,840	9,905	12,013	5,335	10,755
21-40-11200	MEDICARE	2,067	2,317	2,809	1,248	2,515
21-40-11300	A.S.R.S.	17,222	19,752	23,463	10,810	21,199
21-40-11301	A.S.R.S - ALT CONTRIBUTION	0	0	25,625	0	0
21-40-11500	MEDICAL INSURANCE	24,659	24,369	0	13,429	27,024
21-40-11501	STANDARD DISABILITY INSURANCE	644	735	1,038	549	983
21-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	2,129	88	176
21-40-11505	DEFERRED COMP	3,604	3,310	3,692	1,373	3,692
21-40-11510	DENTAL INSURANCE	2,534	2,462	2,801	1,151	1,952
21-40-11600	LIFE INSURANCE	560	514	573	276	573
21-40-11700	WORKERS COMPENSATION	17,862	21,867	22,227	9,427	13,915
	STREETS PERSONNEL EXPENSE:	**227,361**	**252,325**	**290,121**	**131,431**	**256,260**

STREETS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
21-40-12300	UNIFORMS & CLOTHING	986	1,437	1,648	431	1,400
21-40-13100	BUSINESS TRAVEL	93	0	4,000	90	2,000
21-40-13400	EDUCATION & TRAINING	790	310	4,000	2,650	4,000
21-40-21000	ELECTRIC	89,040	82,395	85,000	44,356	85,000
21-40-23000	GAS	747	832	600	167	700
21-40-24000	PHONES	1,151	1,348	1,300	1,235	3,000
21-40-24001	INTERNET	0	348	500	240	0
21-40-31000	PROFESSIONAL FEES	2,400	0	0	0	0
21-40-34000	CONTRACT SERVICES	1,981	7,619	5,000	4,761	13,000
21-40-34100	DOC WORKERS	7,800	10,343	8,000	3,330	6,500
21-40-37000	PROPERTY, CASUALTY, LIABILITY	40,469	43,138	40,000	25,905	42,300
21-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	355	313	0	1,035	1,000
21-40-42040	ADVERTISING	70	0	2,000	0	0
21-40-42050	NON CAP ADMIN EQUIP/FURN	3,037	2,179	1,000	868	3,000
21-40-45100	DISPOSABLE EQUIP & TOOLS	9,193	4,795	8,000	2,288	7,000
21-40-45200	SAFETY EQUIP & SUPPLIES	4,583	1,073	5,000	785	2,500
21-40-45300	CUSTODIAL SUPPLIES	0	177	0	48	0
21-40-46000	OPERATIONAL EXPENSES	51,514	39,798	45,000	9,194	45,000
21-40-46210	STREET REPAIR MAT - SALES TAX	703,403	247,437	500,000	279,453	1,440,000
21-40-46211	STREET REPAIR MATERIAL	14,476	6,033	20,287	31,914	45,000
21-40-55000	EQUIPMENT REPAIR & MAINT	3,235	715	2,000	309	2,000
21-40-55010	EQUIPMENT RENTAL	4,366	3,913	10,000	1,280	5,000
21-40-55100	REPAIR & MAINT - OTHER	237	9,720	1,000	4,500	5,000
21-40-55200	NON CAP EQUIP PURCHASES	3,387	493	13,000	1,500	10,000
21-40-61000	VEHICLE PARTS & LABOR	18,318	14,442	20,000	4,827	15,000
21-40-62002	TIRES	4,456	2,211	5,000	3,801	5,000
21-40-62003	GASOLINE	13,201	2,118	9,000	733	2,000
21-40-62004	DIESEL	6,590	5,000	9,000	2,298	4,500
21-40-62007	OTHER FLUIDS & LUBRICANTS	593	0	0	0	0
21-40-91000	CAPITAL EXPENDITURES	22,163	15,980	15,000	10,003	18,000
21-40-99018	TRANS TO TRANSPORTATION GRANT	0	0	0	0	15,000
21-40-99998	GF INTERNAL SERVICES	0	161,506	105,444	52,722	190,015
	TOTAL STREETS EXPENSE:	**1,235,993**	**917,999**	**1,210,900**	**622,152**	**2,229,175**

RICO FUND

RICO funds are authorized by the Federal Government under the Racketeer Influenced and Corrupt Organization Act. Revenues come from the seizure of assets used in the commission of crimes when the Bisbee Police Department is involved in the investigations.

These monies are maintained by the Cochise County Attorney's Office and are transferred to the City of Bisbee after the proper paperwork is submitted to the Cochise County Attorney for approval of the expenditures. Monies are used during the year for a variety of items which enhance and/or aid in Police duties and obligations. Items such as training, tires, computers, emergency equipment, donations to youth activities, etc. are acceptable uses of these monies.

RICO FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
39-33-13597	RICO AUCTION FUNDS (COUNTY)	11,604	8,832	100,000	-8,832	100,000
39-33-22506	COUNTY REIMBURSEMENTS - RICO	7,463	-1,012	15,000	0	15,000
39-34-10862	VEHICLE IMPOUND FEES	2,000	0	1,000	0	1,000
	TOTAL RICO FUND REVENUES:	**21,067**	**7,820**	**116,000**	**-8,832**	**116,000**
39-40-13597	RICO AUCTION EXPENSE (COUNTY)	0	0	100,000	0	100,000
39-40-50006	RICO - AUTHORIZED EXPENDITURES	11,018	8,832	16,000	0	16,000
	TOTAL RICO FUND EXPENSES:	**11,018**	**8,832**	**116,000**	**0**	**116,000**

BISBEE ARTS COMMISSION

The Bisbee Arts Commission (BAC) promotes the arts and artists in Bisbee, both within and outside the community. Use of the BAC funds are approved by City Council. Funds for the BAC are raised through various events throughout the year such as the Art Auction and currently the Community Involved Giving (CIG) Art Vending Machine.

BISBEE ARTS COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
42-34-40500	OTHER PROGRAM REVENUE	0	4,133	1,200	0	1,200
42-34-40520	ART AUCTION	4,158	0	12,000	0	12,000
42-34-40530	CIG ART VENDING MACHINE REV.	0	0	0	4,000	10,000
	TOTAL BISBEE ARTS COMMISSION REVENUE:	**4,158**	**4,133**	**13,200**	**4,000**	**23,200**
42-40-10530	GRANTS	0	0	7,000	4,190	7,000
42-40-42040	ADVERTISING	587	97	500	0	500
42-40-43500	POSTAGE	4	0	30	0	30
42-40-46000	OPERATIONAL EXP (DONATIONS)	8,501	8,434	3,000	2,756	3,000
42-40-55000	EQUIPMENT REPAIR & MAINT	0	0	250	0	250
42-40-95000	RESERVE ACCUMULATION	0	0	2,420	0	12,420
	TOTAL BISBEE ARTS COMMISSION EXPENSE:	**9,092**	**8,531**	**13,200**	**6,946**	**23,200**

MISCELLANEOUS DONATIONS

The Miscellaneous Donations fund was established in 2008 to manage and account for the receipt and disbursement of donations and contributions made to the City for specific purposes. All revenues/expenses in this fund are segregated by purpose with each account title designating the purpose. For example, “Secret Santa Donations-Library” is for the purpose of replacing lost books so patrons may have their library borrowing privileges reinstated.

MISCELLANEOUS DONATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
48-38-22500	MISC DONATIONS	1,180	50,000	1,000,000	0	1,000,000
48-38-22506	FIREWORKS	0	3,000	3,000	0	3,000
48-38-22515	LIBRARY DONATIONS SPEC BEQUEST	0	0	0	250	1,000
48-38-22516	MOVIES IN THE PARK/EQUIPMENT	2,500	0	2,000	0	2,000
48-38-22517	HOLIDAY LIGHTS	100	475	0	1,000	0
48-38-22518	FIRE DEPARTMENT DONATIONS	0	1,000	1,000	0	2,000
48-38-22519	LIBRARY/CHILDRENS PROGRAMMING	0	0	500	0	500
48-38-22520	FESTIVAL OF LIGHTS DONATIONS	0	0	0	600	0
48-38-22521	SECRET SANTA DONATIONS-LIBRARY	1,001	140	1,200	2,230	2,500
48-38-22522	CHILDREN'S LITERACY PROGRAM	0	0	500	0	500
48-38-28100	SWIMMING POOL DONATIONS	0	-35	0	185	0
	TOTAL MISCELLANEOUS DONATION REVENUE:	**4,781**	**54,580**	**1,008,200**	**4,265**	**1,011,500**
48-40-22500	MISC DONATION EXP	1,180	55,000	1,000,000	450	1,000,000
48-40-22506	FIREWORKS EXP	0	3,000	3,000	0	3,000
48-40-22507	PARKS AND REC MISC DONATIONS	1,335	0	0	0	0
48-40-22515	LIBRARY-SPEC BEQUEST EXPENSE	0	1,985	0	0	1,000
48-40-22516	MOVIES IN THE PARK/EQUIPMENT	2,588	948	2,000	498	2,000
48-40-22517	FESTIVAL OF LIGHTS	0	972	0	2,285	0
48-40-22518	FIRE DEPARTMENT DONATIONS	11,090	6,084	1,000	0	2,000
48-40-22519	LIBRARY/CHILDRENS PROGRAMMING	386	0	500	0	500
48-40-22521	SECRET SANTA DONATIONS-LIBRARY	983	0	1,200	0	2,500
48-40-22522	CHILDREN'S LITERACY PROGRAM	0	0	500	0	500
48-40-28100	SWIMMING POOL DONATION EXP	0	-476	0	0	0
	TOTAL MISCELLANEOUS DONATION EXPENSE:	**17,561**	**67,513**	**1,008,200**	**3,234**	**1,011,500**

AIRPORT

The City of Bisbee owns and operates the Bisbee Municipal Airport. The Airport Advisory Committee meets on a regular basis as an advisory group for the operation and planning of the Airport. Revenue to operate the Airport is generated through airport fuel sales, hangar rentals, and airport access fees.

AIRPORT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
50-34-12500	GAS REVENUE	13,558	19,004	17,000	10,076	23,000
50-36-13500	RENTS	9,138	9,585	10,000	5,103	10,000
50-36-13501	BISBEE AIRPARK-ACCESS FEES	1,056	0	0	40	0
50-38-51000	USE OF FUND BALANCE	0	0	8,522	0	3,294
50-38-99010	TRANSFERS FROM GENERAL FUND	0	0	3,354	0	0
	TOTAL AIRPORT REVENUE:	**23,752**	**28,589**	**38,876**	**15,218**	**36,294**
50-40-21000	ELECTRIC	3,211	2,275	3,400	1,385	3,500
50-40-22000	WATER	644	678	2,000	563	2,000
50-40-22550	SEWER AND GARBAGE SERV.	266	247	250	135	250
50-40-23000	GAS	986	842	1,200	280	1,200
50-40-24000	PHONES	761	789	800	414	850
50-40-34000	CONTRACT SERVICES	0	-15	0	0	0
50-40-37000	PROPERTY, CASUALTY, LIABILITY	6,640	3,486	3,600	0	3,600
50-40-41500	OFFICE SUPPLIES	0	29	50	0	50
50-40-42040	ADVERTISING	55	0	0	0	0
50-40-43110	CREDIT CARD FEES	1,143	1,221	1,500	503	1,500
50-40-45100	DISPOSABLE EQUIP & TOOLS	0	0	250	0	250
50-40-45200	SAFETY EQUP & SUPPLIES	0	498	0	0	500
50-40-46000	OPERATIONAL EXPENSES	997	1,780	4,000	766	4,000
50-40-46501	FUEL FOR RESALE	0	21,573	5,000	0	10,000
50-40-50100	BLDG REPAIR & MAINT	458	33	5,000	1,725	5,000
50-40-55000	EQUIPMENT REPAIR & MAINT	1,520	0	500	0	500
50-40-99010	TRANSFER TO GENERAL FUND	0	0	0	4,188	0
50-40-99099	TRANSFERS TO CAPITAL PROJECTS	0	0	8,376	0	0
50-40-99998	GF INTERNAL SERVICES	0	0	2,950	1,475	3,094
	TOTAL AIRPORT EXPENSE:	**16,681**	**33,436**	**38,876**	**11,434**	**36,294**

POLICE SPECIAL REVENUES AND GRANTS

The Police Special Revenues and Grants Fund accounts for all grant revenues received and expended for law enforcement activities outside of the General Fund and the RICO Fund. This fund also receives and expends monies from the Federal Asset Forfeitures program in which the City is a participant.

POLICE SPECIAL REVENUE & GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
53-30-30002	GRANTS MISC - POLICE	0	0	400,000	0	400,000
53-30-30003	HOMELAND SECURITY GRANTS	1,299	0	0	0	0
53-30-35000	COMMUNICATIONS SYSTEM	0	0	0	50,000	0
53-35-31000	DEPT. OF JUSTICE (VESTS)	1,296	1,300	1,296	0	1,500
53-36-11050	SERVICE REIMBURSEMENT-DHL	14,803	0	0	0	0
	TOTAL POLICE SPECIAL REV. & GRANTS REVENUE:	**17,397**	**1,300**	**401,296**	**50,000**	**401,500**
53-40-11050	SERVICE REIMBURSEMENT	6,710	0	0	0	0
53-40-11090	REIMBURSED ERE's - DHLS	8,093	0	0	0	0
53-40-30002	GRANTS MISC - POLICE	0	0	400,000	0	400,000
53-40-31000	DEPT. OF JUSTICE (VESTS)	1,296	869	1,296	2,705	1,500
53-40-35000	EXPENDITURES - FED ASSET FORFT	0	1,848	0	1,794	0
53-40-35005	COMMUNICATIONS SYSTEM	0	0	0	54,496	0
53-40-99901	TRANSFERS TO GENERAL FUND	1,299	0	0	0	0
	TOTAL POLICE SPECIAL REV. & GRANTS EXPENSE:	**17,397**	**2,716**	**401,296**	**58,995**	**401,500**

WASTEWATER

The Wastewater Fund provides collection and treatment of all wastewater created in the City of Bisbee. In addition to maintaining the collection system which consists of thousands of feet of sewer mains. Wastewater staff are responsible for making Blue Stake requests. The Wastewater Treatment Plant is currently being operated by Operations Management International (Jacobs) at a cost of $744,611 per year. Jacobs assumes all costs to operate and make most repairs to the plant with the exception of the electric bill and maintenance of the solar grid. The City continues to maintain the collection system which includes the pumps and infrastructure throughout the City that carries the wastewater to the treatment plant.

The Wastewater Department consists of three employees:

- 3 Wastewater Collection Systems Operators

WASTE WATER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
54-30-22511	TINTOWN DRAINAGE PLAN/DESIGN	1,108	0	0	0	0
54-31-10000	CITY SALES TAX	376,511	340,326	376,500	188,009	376,500
54-36-21000	INTEREST/PENALTIES EARNED	138,754	-10,205	145,000	35,419	60,000
54-36-50000	MISCELLANEOUS REVENUE	8,293	2,889	15,000	2,545	3,000
54-36-51000	APS SOLAR REIMBURSEMENT - WWTP	45,175	42,468	45,000	20,507	45,000
54-36-53000	TOMBSTONE WW ASSIST CONTRACT	10,800	0	0	0	0
54-37-10550	USER FEES	2,086,466	2,056,604	2,100,000	1,021,667	2,100,000
54-37-10551	SERVICE CHARGE/PENALTY	21,173	23,910	21,000	10,724	21,000
54-37-10552	HOOK-UP FEES	8,000	0	4,000	50	2,000
54-37-10553	NEW ACCOUNT FEE	0	575	1,200	400	1,000
54-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	-62,712	0	0	0	0
54-38-51000	USE OF FUND BALANCE	0	0	1,192,492	0	772,595
	TOTAL WASTE WATER REVENUE:	**2,633,568**	**2,456,566**	**3,900,192**	**1,279,321**	**3,381,095**
54-40-11000	SALARIES - GENERAL	251,919	139,740	131,337	66,549	159,502
54-40-11001	OVERTIME - GENERAL	80,870	69,767	15,000	22,455	15,000
54-40-11050	SALARIES - PART TIME	0	59,550	0	0	0
54-40-11100	F.I.C.A.	19,822	16,474	9,073	5,437	10,819
54-40-11200	MEDICARE	4,636	3,853	2,122	1,272	2,530
54-40-11300	A.S.R.S.	38,149	24,214	17,721	10,844	21,324
54-40-11302	A.S.R.S. PENSION EXPENSE	-44,069	-95,807	0	0	0
54-40-11500	MEDICAL INSURANCE	42,225	21,581	20,556	8,682	21,679
54-40-11501	STANDARD DISABILITY INSURANCE	1,202	557	861	220	1,127
54-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	1,064	1,514	3,028
54-40-11505	DEFERRED COMP	6,446	3,016	2,962	1,548	3,773
54-40-11510	DENTAL INSURANCE	3,881	2,211	2,610	946	2,689
54-40-11600	LIFE INSURANCE	951	478	460	230	586
54-40-11700	WORKERS COMPENSATION	13,712	12,262	6,027	3,353	5,403
54-40-11800	STATE UNEMPLOYMENT	0	3,020	0	0	0
	WASTE WATER PERSONNEL EXPENSE:	**419,742**	**260,915**	**209,793**	**123,050**	**247,460**

WASTE WATER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
54-40-12300	UNIFORMS & CLOTHING	482	560	500	434	600
54-40-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	200	0	200
54-40-13100	BUSINESS TRAVEL	0	619	1,000	129	1,000
54-40-13400	EDUCATION & TRAINING	3,217	578	2,500	427	2,500
54-40-13500	SUBSCRIPTIONS & DUES	750	1,289	800	0	800
54-40-21000	ELECTRIC	71,485	76,379	65,000	31,329	77,000
54-40-22000	WATER	3,720	2,166	4,000	1,819	4,000
54-40-24000	PHONES	6,505	4,943	3,000	881	3,000
54-40-24001	INTERNET ACCESS FEE	771	763	500	240	0
54-40-31000	PROFESSIONAL FEES	2,850	19,000	5,000	0	5,000
54-40-34000	CONTRACT SERVICES	16,301	404,543	750,000	437,273	755,000
54-40-34010	CONTRACT SERVICES-COLLECTIONS	0	0	10,000	0	10,000
54-40-34100	DOC WORKERS	527	0	0	0	0
54-40-37000	PROPERTY, CASUALTY, LIABILITY	59,613	63,545	60,000	39,050	63,450
54-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	1,000	0	5,000	0	5,000
54-40-41500	OFFICE SUPPLIES	2,082	175	200	0	200
54-40-42020	PRINTING & REPRODUCTION	92	14	200	0	200
54-40-42030	BOOKS & REFERENCE MATERIALS	2,290	136	500	0	500
54-40-42050	NON CAP ADMIN EQUIP/FURN	867	1,747	500	291	1,000
54-40-43100	FEES- FUND MANAGEMENT	24	12	26	0	30
54-40-43120	OTHER FEES	423	189	600	166	600
54-40-43200	DEBT REFUNDING EXPENSE	245,050	0	0	0	0
54-40-43300	INTEREST EXPENSE	0	26,930	26,931	13,465	26,930
54-40-43500	POSTAGE	344	2	500	0	100
54-40-45100	DISPOSABLE EQUIP & TOOLS	15,844	5,607	3,500	2,362	3,500
54-40-45200	SAFETY EQUIP & SUPPLIES	8,005	273	3,000	378	3,000
54-40-45300	CUSTODIAL SUPPLIES	1,460	334	800	122	800
54-40-46000	OPERATIONAL EXPENSES	15,913	14,078	8,000	8,329	15,000
54-40-46541	CHEMICALS	14,699	8,403	2,000	0	2,000
54-40-46542	LAB SUPPLIES & TESTING	35,733	15,393	0	0	0
54-40-46543	MANHOLE, PIPE & FITTINGS	23,827	9,926	20,000	5,710	20,000
54-40-46544	SLUDGE REMOVAL	30,996	19,489	0	0	0
54-40-47000	PERMITS & LICENSES	14,870	9,154	18,000	9,000	18,000
54-40-47500	BAD DEBT	67,694	30,829	250,000	0	30,000
54-40-50100	BLDG REPAIR & MAINT	3,603	0	5,000	181	5,000
54-40-55000	EQUIPMENT REPAIR & MAINT	133,746	29,580	130,000	1,210	130,000
54-40-55005	EQUIP REPAIR&MAINT-COLLECTIONS	0	645	10,000	440	10,000
54-40-55006	PUMP REPAIR & REPLACEMENT	0	0	20,000	4,636	20,000
54-40-55010	EQUIPMENT RENTAL	0	0	5,000	393	5,000
54-40-55100	REPAIR & MAINT - OTHER	6	6,168	5,000	0	5,000
54-40-55200	NON CAP EQUIP PURCHASES	5,713	3,552	5,000	2,465	5,000
54-40-61000	VEHICLE PARTS & LABOR	8,262	12,307	7,000	3,994	7,000
54-40-62002	TIRES	1,157	1,237	1,500	0	1,500
54-40-62003	GASOLINE	8,145	2,498	5,000	1,001	5,000
54-40-62004	DIESEL	860	2,315	5,000	373	3,000
54-40-62007	OTHER FLUIDS & LUBRICANTS	1,300	-650	0	0	0
54-40-81000	PRINCIPAL PMTS, LEASE PURCHAS	0	0	24,110	11,917	24,895
54-40-81500	INTEREST PMTS, LEASE PURCHASE	0	0	6,795	3,536	6,010

WASTE WATER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
54-40-89000	DEPRECIATION EXPENSE	1,241,811	1,249,278	1,241,900	0	1,250,000
54-40-91000	CAPITAL EXPENDITURES	8,379	0	0	0	18,000
54-40-98000	PRINCIPAL PAYMENT - OFFSET	-879,372	-72,054	0	0	-348,558
54-40-99000	TRANSFER TO GENERAL FUND	400,000	0	0	0	0
54-40-99010	TRANSFER TO ADMINISTRATION	3,600	0	0	0	0
54-40-99051	TRANSFERS TO CITY MANAGER	24,132	0	0	0	0
54-40-99052	TRANSFERS TO FINANCE	155,080	0	0	0	0
54-40-99056	TRANSFERS TO PERSONNEL	4,219	0	0	0	0
54-40-99057	TRANSFERS TO LEGAL SVCS	21,000	0	0	0	0
54-40-99059	TRANSFERS TO IT	4,939	0	0	0	0
54-40-99075	TRANSFERS TO PUBLIC WORKS	21,688	0	0	0	0
54-40-99077	TRANSFERS TO GARAGE	25,248	0	0	0	0
54-40-99085	TRANSFERS TO DEBT SERVICE	30,905	30,905	0	0	0
54-40-99086	TRANSFER TO DEBT SERVICE WWP	1,078,517	-952,298	625,275	312,638	625,611
54-40-99090	TRFS TO RESERVES - DSR	0	24,180	16,120	8,060	16,120
54-40-99157	TRANSFERS TO P.W. GRANTS	0	0	0	0	10,000
54-40-99998	GF INTERNAL SERVICES	0	430,683	335,442	167,721	285,647
	TOTAL WASTE WATER EXPENSE:	**3,370,116**	**1,746,338**	**3,900,192**	**1,193,022**	**3,381,095**

SANITATION

The Sanitation Fund is responsible for collecting all solid waste in the City and for collecting, processing, and selling recyclable materials. A downturn in the recyclables market has seen a decrease in the revenues from the sale of recyclables. A fee increase was adopted to cover the costs of providing recycling.

The Sanitation Fund consists of nine employees:

- 4 Sanitation Driver, Full-time
- 2 Sanitation Driver, Part-time
- 3 Recycle Coordinators, Full-time

SANITATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
56-36-11400	RECYCLING REVENUE	7,838	5,280	5,000	227	1,000
56-36-21000	INTEREST/PENALTIES EARNED	102	0	0	0	0
56-37-10550	USER FEES	915,105	917,848	930,000	461,304	956,000
56-37-10551	USERS FEES - RECYCLING	27,407	27,210	24,500	13,734	243,720
56-37-10553	SPECIAL PICK-UP FEES	131	330	150	255	500
	TOTAL SANITATION REVENUE:	**950,582**	**950,668**	**959,650**	**475,519**	**1,201,220**
56-40-11000	SALARIES - GENERAL	267,260	243,998	266,369	132,278	262,877
56-40-11001	OVERTIME - GENERAL	6,955	15,265	10,000	2,791	5,000
56-40-11050	SALARIES - PART TIME	14,441	27,613	24,600	16,633	24,468
56-40-11100	F.I.C.A.	17,647	17,797	18,660	9,380	18,125
56-40-11200	MEDICARE	4,127	4,162	4,364	2,194	4,239
56-40-11300	A.S.R.S.	31,391	29,259	33,468	15,240	32,735
56-40-11302	A.S.R.S. PENSION EXPENSE	-39,745	-9,933	0	0	0
56-40-11500	MEDICAL INSURANCE	48,813	45,576	44,210	22,160	46,624
56-40-11501	STANDARD DISABILITY INSURANCE	1,672	1,754	1,482	556	1,576
56-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	264	528
56-40-11505	DEFERRED COMP	7,164	6,224	6,370	3,185	6,218
56-40-11510	DENTAL INSURANCE	4,723	4,155	4,255	1,956	4,383
56-40-11600	LIFE INSURANCE	1,088	933	989	431	989
56-40-11700	WORKERS COMPENSATION	23,356	25,386	27,130	11,865	18,832
	SANITATION PERSONNEL EXPENSE:	**388,893**	**412,190**	**441,897**	**218,933**	**426,594**

SANITATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
56-40-12300	UNIFORMS & CLOTHING	816	1,343	900	75	900
56-40-12500	RECRUITMENT/EMPLOYEE TESTING	140	0	200	0	200
56-40-13100	BUSINESS TRAVEL	68	0	500	87	500
56-40-13400	EDUCATION & TRAINING	292	225	500	592	500
56-40-21000	ELECTRIC	1,116	1,092	1,500	498	1,500
56-40-23000	GAS	748	832	700	167	700
56-40-24000	PHONES	3,132	3,081	3,500	2,463	4,500
56-40-24001	INTERNET	0	697	900	289	0
56-40-34000	CONTRACT SERVICES	3,145	4,864	3,000	1,871	6,000
56-40-34100	DOC WORKERS	3,569	1,999	1,500	836	1,500
56-40-37000	PROPERTY, CASUALTY, LIABILITY	25,054	26,706	24,000	15,748	25,850
56-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	106	0	1,000	0	0
56-40-42040	ADVERTISING	853	0	100	0	0
56-40-45100	DISPOSABLE EQUIP & TOOLS	125	272	500	9	500
56-40-45200	SAFETY EQUIP & SUPPLIES	586	979	2,000	409	2,000
56-40-45300	CUSTODIAL SUPPLIES	745	605	1,000	385	1,000
56-40-46000	OPERATIONAL EXPENSES	5,769	1,040	7,800	353	7,000
56-40-46561	COUNTY TIPPING FEE	224,089	183,829	220,000	92,967	220,000
56-40-46562	RECYCLING PROGRAM	11,856	14,735	12,000	10,163	17,000
56-40-47500	BAD DEBT	15,138	24,114	45,000	0	45,000
56-40-50100	BLDG REPAIR & MAINT	70	0	0	0	0
56-40-55000	EQUIPMENT REPAIR & MAINT	250	445	1,500	0	1,500
56-40-55200	NON CAP EQUIP PURCHASES	5,113	7,043	15,000	8,601	15,000
56-40-61000	VEHICLE PARTS & LABOR	26,220	17,459	25,000	7,188	30,000
56-40-62002	TIRES	8,893	6,717	10,000	4,227	10,000
56-40-62003	GASOLINE	1,417	2,279	2,000	791	2,000
56-40-62004	DIESEL	20,784	22,081	21,000	10,950	21,000
56-40-81500	INTEREST PAYMENTS	657	0	0	0	0
56-40-89000	DEPRECIATION EXPENSE	33,162	18,069	33,200	0	33,200
56-40-91000	CAPITAL EXPENDITURES	0	0	0	0	149,000
56-40-95000	RESERVE ACCUMULATION	0	0	623	0	75,884
56-40-99010	TRANSFER TO ADMIN & GEN	3,600	0	0	0	0
56-40-99051	TRANSFERS TO CITY MANAGER	11,262	0	0	0	0
56-40-99052	TRANSFERS TO FINANCE	79,263	0	0	0	0
56-40-99054	TRANSFER TO WASTE WATER	415	0	0	0	0
56-40-99056	TRANSFERS TO PERSONNEL	4,219	0	0	0	0
56-40-99057	TRANSFERS TO LEGAL SVCS	6,000	0	0	0	0
56-40-99059	TRANSFERS TO IT	1,975	0	0	0	0
56-40-99077	TRANSFER TO GARAGE	33,664	0	0	0	0
56-40-99975	TRANSFERS TO PW ADMIN	18,590	0	0	0	0
56-40-99998	GF INTERNAL SERVICES	0	125,616	82,830	41,415	102,392
	TOTAL SANITATION EXPENSE:	**941,793**	**878,315**	**959,650**	**419,015**	**1,201,220**

PUBLIC WORKS GRANTS

The Public Works Grants fund is for projects outside the normal Public Works operations. For Fiscal Year 20-21 an amount was included in the event that a Pre-Development Planning Grant from the USDA RD is awarded. This planning grant would be used to assist with the preliminary engineering report for the City of Bisbee Sewer Lateral Rehabilitation Project.

PUBLIC WORKS GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
57-30-22507	USDA Pre-Dvlmnt. Planning Grant	0	0	0	0	30,000
57-30-99054	TRANSFER FROM SEWER	0	0	0	0	10,000
	TOTAL PUBLIC WORKS GRANTS REVENUES:	**0**	**0**	**0**	**0**	**40,000**
57-40-22507	USDA Pre-Dvlmnt. Planning Grant	0	0	0	0	40,000
	TOTAL PUBLIC WORKS GRANTS EXPENSES:	**0**	**0**	**0**	**0**	**40,000**

QUEEN MINE

The Queen Mine Tour is an enterprise fund which means it operates like a business. Revenue generated is used to maintain, improve, and expand the program, as well as support the Visitor Center. Funded by the sale of tour tickets and gift shop sales, the Queen Mine see over 50,000 visitors a year from all 50 states and from around the world. The City of Bisbee has entered into an agreement with Freeport-McMoRan to form a foundation that will manage the Queen Mine Tour.

The Queen Mine Tour consists of 17 employees:

- 1 Full-time Mine Tour Operations Manager
- 1 Full-time Office Assistant
- 1 Full-time Admin Assistant
- 1 Full-time Mine Maintenance Mechanic
- 1 Full-time Gift Shop Attendant
- 1 Part-time Gift Shop Attendant
- 5 Part-time Train Attendants
- 5 Part-time Tour Guides
- 1 Full-time Tour Guide

QUEEN MINE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
59-31-25000	TAX CREDITS TAKEN	464	475	0	197	400
59-34-15001	MERCHANDISE SALES	335,711	351,268	320,000	149,703	320,000
59-34-15010	MAIL ORDER SALES	485	11	0	516	0
59-34-17500	MINE TOURS	483,872	501,715	420,000	199,645	420,000
59-36-11600	OVER/SHORT	-108	-335	0	-4	0
59-36-15003	VENDING MACHINE SALES	4,066	2,085	0	-722	0
59-38-51000	USE OF FUND BALANCE	0	0	330,777	0	410,251
	TOTAL QUEEN MINE REVENUE:	**824,491**	**855,218**	**1,070,777**	**349,335**	**1,150,651**
59-40-11000	SALARIES - GENERAL	151,445	164,076	190,528	80,601	167,648
59-40-11001	OVERTIME - GENERAL	821	1,086	1,000	928	1,000
59-40-11050	SALARIES - PART TIME	97,150	91,667	133,848	47,367	164,736
59-40-11100	F.I.C.A.	15,130	15,607	20,173	7,973	20,670
59-40-11200	MEDICARE	3,539	3,650	4,825	1,865	4,942
59-40-11300	A.S.R.S.	18,741	21,079	24,923	11,111	37,079
59-40-11301	A.S.R.S - ALT CONTRIBUTION	5,649	3,162	6,378	930	3,058
59-40-11302	A.S.R.S. PENSION EXPENSE	8,950	-11,121	0	0	0
59-40-11500	MEDICAL INSURANCE	25,411	29,372	33,791	12,430	29,697
59-40-11501	STANDARD DISABILITY INSURANCE	841	1,048	1,384	508	1,016
59-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	1,487	697	1,394
59-40-11505	DEFERRED COMP	3,990	4,260	4,869	2,029	4,057
59-40-11510	DENTAL INSURANCE	2,754	3,063	3,838	1,226	2,750
59-40-11600	LIFE INSURANCE	596	662	756	315	630
59-40-11700	WORKERS COMPENSATION	8,324	10,528	11,424	7,121	15,043
	QUEEN MINE PERSONNEL:	**343,340**	**338,139**	**439,224**	**175,099**	**453,720**

QUEEN MINE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
59-40-12300	UNIFORMS & CLOTHING	956	488	1,500	0	1,500
59-40-12500	RECRUITMENT/EMPLOYEE TESTING	0	13	200	505	200
59-40-13100	BUSINESS TRAVEL	955	796	2,000	431	2,000
59-40-13400	EDUCATION & TRAINING	0	0	1,000	0	1,000
59-40-21000	ELECTRIC	11,583	12,092	16,000	4,773	16,000
59-40-22000	WATER	1,142	1,135	2,000	531	1,800
59-40-22550	SEWER AND GARBAGE SERV.	4,801	4,422	4,900	2,412	4,900
59-40-23000	GAS/WOOD	1,050	600	2,000	1,166	2,000
59-40-24000	PHONES	1,769	1,820	2,000	1,125	2,000
59-40-24001	INTERNET ACCESS FEE	840	838	850	422	850
59-40-24110	RENTS/LEASES	10	10	1,200	0	1,200
59-40-31000	PROFESSIONAL FEES	1,675	0	0	0	0
59-40-34000	CONTRACT SERVICES	589	1,137	1,600	516	1,600
59-40-34100	DOC WORKERS	2,097	2,591	3,700	1,321	3,700
59-40-36000	MAINTENANCE &SUPPORT AGREEMNT	0	744	800	0	800
59-40-37000	PROPERTY, CASUALTY, LIABILITY	28,582	28,539	36,000	0	36,000
59-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	0	0	500	0	500
59-40-41000	DISPOSABLE EQUIPMENT/TOOLS	298	254	1,200	0	1,200
59-40-41500	OFFICE SUPPLIES	2,262	2,601	2,300	2,348	3,000
59-40-42020	PRINTING & REPRODUCTION	0	0	0	35	1,000
59-40-42040	ADVERTISING	27,485	23,785	25,000	10,147	25,000
59-40-42050	NON CAP ADMIN EQUIP/FURN	2,234	5,444	1,900	2,197	1,900
59-40-43110	CREDIT CARD FEES	19,755	20,898	20,000	9,324	20,000
59-40-43500	POSTAGE	23	22	149	348	200
59-40-45100	DISPOSABLE EQUIP & TOOLS	1,384	444	800	865	800
59-40-45200	SAFETY EQUP & SUPPLIES	3,195	4,390	6,000	2,779	6,000
59-40-45300	CUSTODIAL SUPPLIES	1,490	2,532	3,000	1,248	3,000
59-40-46000	OPERATIONAL EXPENSES	1,179	1,890	3,000	2,529	3,000
59-40-46030	CONCESSION SUPPLIES	490	1,229	1,500	1,935	2,500
59-40-46591	MERCHANDISE	135,270	134,244	150,000	67,516	160,000
59-40-55000	EQUIPMENT REPAIR & MAINT	3,120	418	7,000	6,426	8,000
59-40-55100	REPAIR & MAINT - OTHER	10,365	16,431	25,000	1,805	25,000
59-40-61000	VEHICLE PARTS & LABOR	250	4,141	1,000	29	1,000
59-40-62003	GASOLINE	398	567	800	177	800
59-40-62004	DIESEL	0	0	200	0	200
59-40-63000	USE OF EMERGENCY RESERVES	0	0	100,000	0	100,000
59-40-89000	DEPRECIATION EXPENSE	10,108	5,563	10,200	0	10,200
59-40-91000	CAPITAL EXPENDITURES	0	0	103,000	40,214	150,000
59-40-99010	TRANSFER TO ADMIN & GEN	1,800	0	0	0	0
59-40-99020	TRANSFER BED TAX	16,000	16,000	0	0	0
59-40-99051	TRANSFERS TO CITY MANAGER	8,044	0	0	0	0
59-40-99052	TRANSFERS TO FINANCE	34,462	0	0	0	0
59-40-99056	TRANSFERS TO PERSONNEL	4,219	0	0	0	0
59-40-99057	TRANSFERS TO LEGAL SVCS	6,000	0	0	0	0
59-40-99059	TRANSFERS TO IT	4,939	0	0	0	0
59-40-99998	GF INTERNAL SERVICES	0	125,616	93,254	46,627	98,081
	TOTAL QUEEN MINE EXPENSES:	**694,157**	**759,831**	**1,070,777**	**384,849**	**1,150,651**

MISCELLANEOUS GRANTS

This budget reflects grants not accounted for elsewhere in the budget. Most recently it has been used to account for various Library Grants and the USDA Grant for the Science Center.

MISCELLANEOUS GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
78-30-23008	LIBRARY LSTA GRANT,FED THRU AZ	4,286	8,000	0	0	40,000
78-30-23011	LIBRARY - BAC GRANT	0	0	0	0	500
78-30-23012	FREEPORT SANJOSE LIBRARY ANNEX	40,000	25,595	0	0	40,000
78-30-23013	LSTA SANJOSE LIBRARY ANNEX	0	0	0	-2,446	40,000
78-30-23112	LIBRARY GRANTS	5,000	0	10,000	0	250,000
78-30-23113	SCIENCE CENTER GRANT	34,808	27,567	12,500	0	0
78-30-79000	MISCELLANEOUS GRANTS	0	0	500,000	0	50,000
	TOTAL MISCELLANEOUS GRANTS REVENUE:	**84,093**	**61,162**	**522,500**	**-2,446**	**420,500**
78-40-23008	LIBRARY LSTA GRANT,FED THRU AZ	3,374	11,739	0	563	40,000
78-40-23011	LIBRARY - BAC GRANT	8,419	0	0	0	500
78-40-23012	FREEPORT SANJOSE LIBRARY ANNEX	0	11,491	0	2,991	40,000
78-40-23013	LSTA SANJOSE LIBRARY ANNEX	0	15,561	0	0	40,000
78-40-23112	LIBRARY GRANTS	4,422	0	10,000	0	250,000
78-40-23113	SCIENCE CENTER GRANT	27,808	35,094	12,500	7,634	0
78-40-79000	MISCELLANEOUS GRANTS	0	0	500,000	0	50,000
	TOTAL MISCELLANEOUS GRANTS EXPENSE:	**44,022**	**73,884**	**522,500**	**11,188**	**420,500**

DEBT SERVICE FUND

This fund accounts for the accumulation of resources and payment of general long-term debt principal and interest payments. Budgeted monies are transferred into this fund from various funding sources. These monies are then used to make the appropriate debt payments on the lease purchase.

DEBT SERVICE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
85-38-99010	TRANSFER FROM GFUND ADMIN/GEN	0	-56,986	0	0	0
85-38-99054	TRANSFER FROM WASTE WATER	30,905	30,905	0	0	0
	TOTAL DEBT SERVICE REVENUE:	**30,905**	**-26,081**	**0**	**0**	**0**
85-70-81000	PRINCIPAL PMTS, LEASE PURCHAS	22,759	0	0	0	0
85-70-81500	INTEREST PMTS, LEASE PURCHASE	8,147	0	0	0	0
	TOTAL DEBT SERVICE EXPENSE:	**30,905**	**0**	**0**	**0**	**0**

DEBT SERVICE – WASTEWATER TREATMENT PLANT

This fund accounts for the accumulation of resources and payment of debt related to the Wastewater Treatment Plant, and includes the annual debt payments to WIFA for the Solar Loan and US Bank for the Wastewater Treatment Plant Debt Restructure.

DEBT SERVICE FUND - WASTE WATER TREATMENT PLANT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
86-36-21000	INTEREST INCOME	1,738	89	0	4,123	120
86-38-99000	TRANSFERS IN - DEBT SERVICE	1,078,517	-952,298	625,275	312,638	625,611
86-38-99010	TRF IN--DEBT SERVICE RESERVES	0	24,180	16,120	8,060	16,120
	TOTAL DEBT SVC FUND - WWTP REVENUE:	**1,080,255**	**-928,029**	**641,395**	**324,820**	**641,851**
86-40-98010	RESERVE ACCUMULATION	0	0	16,120	0	16,240
86-80-81000	PRINCIPAL PAYMENTS	856,614	72,054	310,794	309,161	323,663
86-80-81500	INTEREST PAYMENTS	117,913	329,270	314,481	0	301,948
	TOTAL DEBT SVC FUND - WWTP EXPENSE:	**974,527**	**401,324**	**641,395**	**309,161**	**641,851**

YOUTH FUND

The Youth Fund was established as a permanent fund with $103,000 in proceeds from the sale of properties known as the Old Police Station and Old Fire Station. The fund must maintain the principal of $103,000. The interest income and fund balances from previous year's activity in excess of the $103,000 may be budgeted for expenditures consistent with the purposes of this fund.

This fund currently has approximately $30,000 available to spend on projects designated by the Youth Council.

YOUTH FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
89-36-21000	INTEREST INCOME	1,743	3,094	1,000	1,172	1,500
89-36-50010	FUND RAISING PROCEEDS	0	0	1,000	0	1,000
89-36-99925	USE OF FUND BALANCE	0	0	8,000	0	7,500
	TOTAL YOUTH FUND REVENUE:	**1,743**	**3,094**	**10,000**	**1,172**	**10,000**
89-40-50000	AUTHORIZED EXPENDITURES	111	323	2,000	0	2,000
89-40-90000	CAPITAL EXPENDITURES	0	0	8,000	0	8,000
	TOTAL YOUTH FUND EXPENSE:	**111**	**323**	**10,000**	**0**	**10,000**

BISBEE BUS FUND

The Bisbee Bus operations are funded through the Arizona Department of Transportation's (ADOT) 5311 program, a SEAGO AAA grant, and bus fares. General Funds are utilized for grant match. The day to day operations of the Bisbee Bus are contracted through the City of Douglas which provides drivers, safety training, and oversight of operations, ridership, marketing and administration. The Bisbee Bus runs a fixed route deviated service Monday through Friday 6:00 a.m. to 6:20 p.m. and Saturdays from 9:00 a.m. to 3:35 p.m. This service is provided year round with the exception of holidays. The route includes Old Bisbee, Warren, Saginaw, Tintown, San Jose, and Naco. On weekdays, the bus makes 10 round trips per day and runs an early morning commuter route. Saturdays the bus makes 4 round trips. Cost to ride the bus is $1.00 for adults, $0.50 for seniors, and $0.25 for students. Assistance is available for seniors and disabled riders to obtain reduced fare passes.

BISBEE BUS FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
96-30-50000	ADOT GRANT	98,000	0	0	0	0
96-30-50045	SEAGO TRANSPORTATION	26,384	28,000	27,000	0	28,000
96-30-50050	BUS LOCAL SHARE	14,352	14,139	16,000	6,414	14,000
96-30-50060	FEDERAL SHARE	178,208	187,715	235,406	54,077	291,321
96-30-50999	OTHER REVENUE	2,500	0	0	0	0
96-36-11087	INSURANCE REIMBURSEMENTS	0	11,434	0	0	0
96-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	-15,489	0	0	0	0
96-38-99010	TRANSFERS FROM GEN FUND	0	0	42,344	0	50
	TOTAL BISBEE BUS FUND REVENUE:	**303,956**	**241,287**	**320,750**	**60,492**	**333,371**
96-40-11000	SALARIES - GENERAL	12,617	6,208	12,700	0	0
96-40-11050	SALARIES - PART TIME	14,158	11,226	20,000	0	0
96-40-11990	COMBINED ERE	6,685	3,567	6,000	0	0
	BISBEE BUS FUND PERSONNEL EXPENSE:	**33,460**	**21,001**	**38,700**	**0**	**0**
96-40-41505	ADMIN MISC EXPENSES	1,072	910	2,000	267	2,000
96-40-41606	CONTRACTOR OPERATING EXPENSES	209,951	206,875	210,000	54,742	215,000
96-40-41607	CITY OPERATING EXPENSE	23,981	10,485	24,000	10,776	25,000
96-40-43500	POSTAGE	9	16	50	5	50
96-40-52500	PROPERTY, CASUALTY, LIABILITY	5,975	6,369	6,000	3,107	7,050
96-40-62000	FUEL & LUBRICANTS	22,156	23,210	30,000	13,090	30,000
96-40-70000	DE MINIMUS INDIRECT COSTS	9,827	7,246	10,000	0	10,000
96-40-91000	CAPITAL EXPENDITURES	82,511	0	0	0	41,336
96-40-99010	TRANSFER TO GENERAL FUND	0	0	0	0	2,935
	TOTAL BISBEE BUS FUND EXPENSE:	**388,943**	**276,113**	**320,750**	**81,986**	**333,371**

CAPITAL IMPROVEMENTS FUND

The Capital Improvements Fund was established by City Council to receive monies from the sale of City assets, principally land owned by the City and determined to be surplus property. By ordinance, the proceeds from the sale of City assets are required to be placed in the Capital Improvements Fund. The Capital Improvements Fund is used to account for the financial resources to be used for the acquisition or construction of major capital facilities. Sources of funding may also include transfers from the General Fund, Special Revenue Funds, Enterprise Funds, or grant funding, along with the use of reserves where appropriate.

The $2,000,000 from insurance reimbursement from the City Hall fire are included in this department's budgeted revenue and expense for FY20-21 in the event a new City Hall is built. These funds are currently included in the General Fund Equity, Committed Fund Balance – City Hall. Also included is revenue from sale of city property and related affordable housing expense.

CAPITAL IMPROVEMENTS FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Budget	Dec 2019 YTD Actual	2020-21 Proposed
99-30-50999	SALE OF CITY PROPERTY	50,069	8,481	0	1,200	100,000
99-38-51000	USE OF RESERVES	0	0	0	0	2,000,000
	TOTAL CAPITAL IMPROVEMENTS FUND REVENUE:	**50,069**	**8,481**	**0**	**1,200**	**2,100,000**
99-40-05409	CITY HALL BUILDING	0	0	0	0	2,000,000
99-40-05410	AFFORDABLE HOUSING	0	0	0	0	100,000
	TOTAL CAPITAL IMPROVEMENTS FUND EXPENSE:	**0**	**0**	**0**	**0**	**2,100,000**
	TOTAL REVENUE ALL FUNDS:	***16,424,553***	***12,411,032***	***18,845,130***	***7,114,881***	***22,078,364***
	TOTAL EXPENSES ALL FUNDS:	***14,492,866***	***12,910,437***	***18,845,130***	***7,038,119***	***22,078,364***
	TOTAL REVENUE OVER EXPENSES ALL FUNDS:	***1,931,687***	***-499,405***	***0***	***76,762***	***0***

AGENDA ITEM NUMBER 8

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2nd 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 26th 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL OF PSPRS PENSION FUNDING POLICY**

FROM: **Keri Bagley, Finance Director**

RECOMMENDATION: **Approve PSPRS Pension Funding Policy**

PROPOSED MOTION: **I move to approve the PSPRS Pension Funding Policy.**

DISCUSSION: During the 2018 Legislative Session the State passed House Bill 2097. This bill requires every governing body with a plan under the Public Safety Retirement System (PSPRS) to adopt a Pension Funding Policy no later than July 1, 2019. Funding objectives that must be addressed are described in HB2097, attached. The Arizona League of Cities and Towns developed a policy for cities and towns which was utilized to create the City of Bisbee's policy. At this time the City of Bisbee does not have a plan to expedite the pay down of the unfunded liability but instead follows the annual contribution requirement set forth by the PSPRS actuary which will see the police and fire plans fully funded by 2047. This policy must be renewed annualy at which time other payoff options may be developed.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Keri Bagley
Keri Bagley,
Finance Director

Reviewed by: Theresa Coleman
Theresa Coleman,
City Manager

City of Bisbee
Public Safety Personnel Retirement System
Pension Funding Policy

The intent of this policy is to clearly communicate the Council's pension funding objectives and its commitment to our employees and the sound financial management of the City and to comply with new statutory requirements of Laws 2018, Chapter 112.

Several terms are used throughout this policy:

Unfunded Actuarial Accrued Liability (UAAL) – Is the difference between trust assets and the estimated future cost of pensions earned by employees. This UAAL results from actual results (interest earnings, member mortality, disability rates, etc.) being different from the assumptions used in previous actuarial valuations.

Annual Required Contribution (ARC) – Is the annual amount required to pay into the pension funds, as determined through annual actuarial valuations. It is comprised of two primary components: normal pension cost – which is the estimated cost of pension benefits earned by employees in the current year; and, amortization of UAAL – which is the cost needed to cover the unfunded portion of pensions earned by employees in previous years. The UAAL is collected over a period of time referred to as the amortization period. The ARC is a percentage of the current payroll.

Funded Ratio – Is a ratio of fund assets to actuarial accrued liability. The higher the ratio the better funded the pension is with 100% being fully funded.

Intergenerational equity – Ensures that no generation is burdened by substantially more or less pension costs than past or future generations.

The City's police and fire employees who are regularly assigned hazardous duty participate in the Public Safety Personnel Retirement System (PSPRS).

Public Safety Personnel Retirement System (PSPRS)

PSPRS is administered as an agent multiple-employer pension plan. An agent multiple-employer plan has two main functions: 1) to comingle assets of all plans under its administration, thus achieving economy of scale for more cost efficient investments, and invest those assets for the benefit of all members under its administration and 2) serve as the statewide uniform administrator for the distribution of benefits.

Under an agent multiple-employer plan each agency participating in the plan has an individual trust fund reflecting that agencies' assets and liabilities. Under this plan all contributions are deposited to and distributions are made from that fund's assets, each fund

has its own funded ratio and contribution rate, and each fund has a unique annual actuarial valuation. The City of Bisbee has two trust funds, one for police employees and one for fire employees.

Council formally accepts the assets, liabilities, and current funding ratio of the City's PSPRS trust funds from the June 30, 2019 actuarial valuation, which are detailed below.

Trust Fund	Assets	Accrued Liability	Unfunded Actuarial Accrued Liability	Funded Ratio
Bisbee Police	1,366,311	11,003,581	9,637,270	12.4%
Bisbee Fire	763,909	12,405,620	11,641,711	6.2%
City of Bisbee Totals	2,130,220	23,409,201	21,278,981	9.1%

PSPRS Funding Goal

Pensions that are less than fully funded place the cost of service provided in earlier periods (amortization of UAAL) on the current taxpayers. Fully funded pension plans are the best way to achieve taxpayer and member intergenerational equity. Most funds in PSPRS are significantly underfunded and falling well short of the goal of intergenerational equity.

The Council's PSPRS funding ratio goal is 100% (fully funded) by June 30, 2047. Council established this goal for the following reasons:

- The PSPRS trust funds represent only the City of Bisbee's liability
- The fluctuating cost of an UAAL causes strain on the City's budget, affecting the City's ability to provide services
- A fully funded pension is the best way to achieve taxpayer and member intergenerational equity
- The council passed resolution F-17-07 in on June 6th of 2017 requesting an increase to the amortization period from 20 years to 30 years beginning June 30th 2017. This request for an extended amortization period was approved by the PSPRS Board.

Council has taken the following actions to achieve this goal:

- Maintain ARC payment from operating revenues – Council is committed to maintaining the full ARC payment (normal cost and UAAL amortization) from operating funds. The estimated combined ARC for FY21 is $1,460,939 and will be able to be paid from operating funds without diminishing City services.
- The City plans to pay down the City's Police and Fire unfunded liabilities in accordance with the payment schedule provided by the PSPRS actuary.

Based on these actions the Council plans to achieve its goal of 100% funding by June 30, 2047, in accordance with the amortization timeline set forth by the PSPRS June 30, 2019 Actuarial Valuation.

AGENDA ITEM NUMBER 9

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: 5/21/2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL TO ENTER INTO THE CARES ACT AIRPORT AGREEMENT.**

FROM: **Jesus Haro, Public Works Director**

RECOMMENDATION: **Staff recommends entering into the CARES Act Airport Agreement.**

PROPOSED MOTION: **I move to enter into the CARES Act Airport Agreement.**

DISCUSSION: The Bisbee Municipal Airport has been awarded $20,000 through the Coronavirus, Aid, Relief, and Economic Security (CARES) Act. These funds may be used for any purpose for which airport revenues may be lawfully used. To properly enter into this agreement, the following must be done:

a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.

b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, **no later than June 22, 2020** in order for the grant to be valid.

c. No modifications may be made to the text, terms or conditions of the grant offer.

d. The grant offer must be electronically signed by the sponsor's legal signatory authority and then the grant offer will be routed via email to the sponsor's attorney. Once the attorney has electronically attested to the grant, an email with the executed grant will be sent to all parties.

FISCAL IMPACT: **N/A**

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

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

Prepared by: _____ **Reviewed by:** _____

U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Western-Pacific Region
Arizona,Nevada

FAA PHX ADO
3800 N Central Ave
Suite 1025
Phoenix, AZ 85012

CARES Act Grant Transmittal Letter

Jesus Haro
915 S Tovreaville Rd
PO Box 4601
Bisbee, AZ 85603

Dear Mr. Haro:

Please find the following electronic CARES Act Grant Offer, Grant No. 3-04-0004-014-2020 for the Bisbee Municipal Airport. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.

b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, **no later than June 22, 2020** in order for the grant to be valid.

c. You may not make any modification to the text, terms or conditions of the grant offer.

d. The grant offer must be electronically signed by the sponsor's legal signatory authority and then the grant offer will be routed via email to the sponsor's attorney. Once the attorney has electronically attested to the grant, an email with the executed grant will be sent to all parties.

Subject to the requirements in 2 CFR § 200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System. The terms and conditions of this agreement require you drawdown and expend these funds within four years.

An airport sponsor may use these funds for any purpose for which airport revenues may be lawfully used. CARES grant recipients should follow the FAA's Policy and Procedures Concerning the Use of Airport Revenues ("Revenue Use Policy"), 64 Federal Register 7696 (64 FR 7696), as amended by 78 Federal Register 55330 (78 FR 55330). The Revenue Use Policy defines permitted uses of airport revenue. In addition to the detailed guidance in the Revenue Use Policy, the CARES Act states the funds may not be used for any purpose not related to the airport.

With each payment request you are required to upload directly to Delphi:

- An invoice summary, even if you only paid a single invoice, and
- The documentation in support of each invoice covered in the payment request.

For the final payment request, in addition to the requirement listed above for all payment requests, you are required to upload directly to Delphi:

- A final financial report summarizing all of the costs incurred and reimbursed, and
- An SF-425, and

- A narrative report.

The narrative report will summarize the expenses covered by the CARES Act funds and state that all expenses were in accordance with the FAA's Policy and Procedures Concerning the Use of Airport Revenues and incurred after January 20, 2020.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend $750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once you have drawn down all funds and uploaded the required documents to Delphi, notify Kyler Erhard by email that the grant is administratively and financially closed. Kyler Erhard is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts.

Sincerely,

Mike N Williams
Manager
[ADO has discretion to delegate signature authority to Program Manager]

U.S. Department
of Transportation
Federal Aviation
Administration

CARES ACT AIRPORT GRANTS AGREEMENT

Part I - Offer

Federal Award Offer Date _____

Airport/Planning Area Bisbee Municipal Airport

CARES Grant Number 3-04-0004-014-2020

Unique Entity Identifier 053445326

TO: City of Bisbee
(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Coronavirus Aid, Relief, and Economic Security Act (CARES Act or "the Act") Airports Grants Application (herein called the "Grant") dated April 22, 2020, for a grant of Federal funds at or associated with the Bisbee Municipal Airport, which is included as part of this Grant Agreement; and

WHEREAS, the Sponsor has accepted the terms of FAA's Grant offer;

WHEREAS, in consideration of the promises, representations and assurances provided by the Sponsor, the FAA has approved the Grant Application for the Bisbee Municipal Airport, (herein called the "Grant") consisting of the following:

This Grant is provided in accordance with the CARES Act, as described below, to provide eligible Sponsors with funding to help offset a decline in revenues arising from diminished airport operations and activities as a result of the COVID-19 Public Health Emergency. CARES Act Airport Grants amounts to specific airports are derived by legislative formula.

The purpose of this Grant is to maintain safe and efficient airport operations. Funds provided under this Grant Agreement must only be used for purposes directly related to the airport. Such purposes can include the reimbursement of an airport's operational and maintenance expenses or debt service payments. CARES Act Airport Grants may be used to reimburse airport operational and maintenance expenses directly related to the Bisbee Municipal Airport incurred no earlier than January 20, 2020. CARES Act Airport Grants also may be used to reimburse a Sponsor's payment of debt service where such payments occur on or after April 14, 2020. Funds provided under the Grant will be governed by the same principles that govern "airport revenue." New airport development projects may not be funded

with this Grant unless and until the Grant Agreement is amended or superseded by a subsequent agreement that addresses and authorizes the use of funds for the airport development project.

NOW THEREFORE, in accordance with the applicable provisions of the CARES Act, Public Law 116-136, the representations contained in the Grant Application, and in consideration of, (a) the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Grant and in compliance with the conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% percent of the allowable costs incurred as a result of and in accordance with this Grant Agreement.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS**:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is $20,000.

2. **Period of Performance.** The period of performance shall commence on the date the Sponsor formally accepts this agreement. The end date of the period of performance is 4 years (1,460 calendar days) from the date of acceptance.

   The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR § 200.309). Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR § 200.343).

   The period of performance end date shall not affect, relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.

3. **Unallowable Costs.** The Sponsor shall not seek reimbursement for any costs that the FAA has determined to be unallowable under the CARES Act.

4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the Grant Application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages only.

5. **Final Federal Share of Costs.** The United States' share of allowable Grant costs will be 100%.

6. **Completing the Grant without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the Grant without undue delays and in accordance with this Grant Agreement, the CARES Act, and the regulations, policies, standards and procedures of the Secretary of Transportation ("Secretary"). Pursuant to 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from funding eligible expenses under the Grant that exceeds three months and request prior approval from FAA. The report must include a reason for the stoppage. The Sponsor agrees to comply with the attached assurances, which are part of this agreement and any addendum that may be attached hereto at a later date by mutual consent.

7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.

8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs unless this offer has been accepted by the Sponsor on or before June 22, 2020, or such subsequent date as may be prescribed in writing by the FAA.

9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner, including uses that violate this Grant Agreement, the CARES Act or other provision of applicable law. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement(s). The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or relate to this Grant Agreement, including, but not limited to, any action taken by a Sponsor related to or arising from, directly or indirectly, this Grant Agreement.

11. **System for Award Management (SAM) Registration And Universal Identifier.** Unless the Sponsor is exempted from this requirement under 2 CFR § 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at http://www.sam.gov).

12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

14. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any expense for which funds are provided under this Grant. The Sponsor will include a provision implementing applicable Buy American statutory and regulatory requirements in all contracts related to this Grant Agreement.

15. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at http://harvester.census.gov/facweb/. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.

16. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:

    A. Verify the non-federal entity is eligible to participate in this Federal program by:

1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
2. Collecting a certification statement from the non-federal entity attesting the entity is not excluded or disqualified from participating; or
3. Adding a clause or condition to covered transactions attesting the individual or firm is not excluded or disqualified from participating.

B. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. sub-contracts).

C. Immediately disclose to the FAA whenever the Sponsor (1) learns the Sponsor has entered into a covered transaction with an ineligible entity, or (2) suspends or debars a contractor, person, or entity.

17. **Ban on Texting While Driving.**

A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:

1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to this Grant or subgrant.
2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
   a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
   b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.

18. **Trafficking in Persons.**

A. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not –

1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
2. Procure a commercial sex act during the period of time that the award is in effect; or
3. Use forced labor in the performance of the award or subawards under the award.

B. The FAA as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –

1. Is determined to have violated a prohibition in paragraph A of this award term; or
2. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph A.1 of this award term through conduct that is either –

a. Associated with performance under this award; or

b. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),"as implemented by the FAA at 2 CFR Part 1200.

3. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph A during this award term.

4. Our right to terminate unilaterally that is described in paragraph A of this section:

   a. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and

   b. Is in addition to all other remedies for noncompliance that are available to the FAA under this award.

19. **Employee Protection from Reprisal.**

A. Prohibition of Reprisals —

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:

   a. Gross mismanagement of a Federal grant;
   b. Gross waste of Federal funds;
   c. An abuse of authority relating to implementation or use of Federal funds;
   d. A substantial and specific danger to public health or safety; or
   e. A violation of law, rule, or regulation related to a Federal grant.

2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:

   a. A member of Congress or a representative of a committee of Congress;
   b. An Inspector General;
   c. The Government Accountability Office;
   d. A Federal office or employee responsible for oversight of a grant program;
   e. A court or grand jury;
   f. A management office of the grantee or subgrantee; or
   g. A Federal or State regulatory enforcement agency.

3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.

4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.

5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).

6. Assumption of Rights to Civil Remedy — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

20. **Limitations**. Nothing provided herein shall be construed to limit, cancel, annul, or modify the terms of any Federal grant agreement(s), including all terms and assurances related thereto, that have been entered into by the Sponsor and the FAA prior to the date of this Grant Agreement.

SPECIAL CONDITIONS

1. **ARFF and SRE Equipment and Vehicles**. The Sponsor agrees that it will:
   A. House and maintain the equipment in a state of operational readiness on and for the airport;
   B. Provide the necessary staffing and training to maintain and operate the vehicle and equipment;
   C. Restrict the vehicle to on-airport use only;
   D. Restrict the vehicle to the use for which it was intended; and
   E. Amend the Airport Emergency Plan and/or Snow and Ice Control Plan to reflect the acquisition of a vehicle and equipment.
2. **Equipment or Vehicle Replacement**. The Sponsor agrees that it will treat the proceeds from the trade-in or sale of equipment being replaced with these funds as airport revenue.
3. **Off-Airport Storage of ARFF Vehicle**. The Sponsor agrees that it will:
   A. House and maintain the vehicle in a state of operational readiness for the airport;
   B. Provide the necessary staffing and training to maintain and operate the vehicle;
   C. Restrict the vehicle to airport use only;
   D. Amend the Airport Emergency Plan to reflect the acquisition of the vehicle;
   E. Within 60 days, execute an agreement with local government including the above provisions and a provision that violation of said agreement could require repayment of Grant funding; and
   F. Submit a copy of the executed agreement to the FAA.
4. **Equipment Acquisition**. The Sponsor agrees that it will maintain Sponsor-owned and -operated equipment and use for purposes directly related to the airport.
5. **Utilities Proration**. For purposes of computing the United States' share of the allowable airport operations and maintenance costs, the allowable cost of utilities incurred by the Sponsor to operate and maintain airport(s) included in the Grant must not exceed the percent attributable to the capital or operating costs of the airport.
6. **Utility Relocation in Grant**. The Sponsor understands and agrees that:
   A. The United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs;
   B. FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and
   C. The utilities must serve a purpose directly related to the Airport.

The Sponsor's acceptance of this Offer and ratification and adoption of the Grant Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the CARES Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Grant and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION

_____
(Signature)

_____
(Typed Name)

_____
(Title of FAA Official)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part II of this Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.

Dated

City of Bisbee
(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By: _____
(Typed Name of Sponsor's Authorized Official)

Title: _____
(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, , acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of __Arizona__. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the CARES Act. The Sponsor understands funding made available under this Grant Agreement may only be used to reimburse for airport operational and maintenance expenses, and debt service payments. The Sponsor further understands it may submit a separate request to use funds for new airport/project development purposes, subject to additional terms, conditions, and assurances. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at

By:

_____

(Signature of Sponsor's Attorney)

CARES ACT ASSURANCES

AIRPORT SPONSORS

A. General.

1. These assurances are required to be submitted as part of the application by sponsors requesting funds under the provisions of the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act or "the Act"), Public Law 116-136. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
2. Upon acceptance of this Grant offer by the sponsor, these assurances are incorporated into and become part of this Grant Agreement.

B. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this Grant that:

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

a. Federal Fair Labor Standards Act — 29 U.S.C. 201, et seq.

b. Hatch Act — 5 U.S.C. 1501, et seq.

c. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.

d. National Historic Preservation Act of 1966 — Section 106 - 16 U.S.C. 470(f).

e. Archeological and Historic Preservation Act of 1974 — 16 U.S.C. 469 through 469c.

f. Native Americans Grave Repatriation Act — 25 U.S.C. Section 3001, et seq.

g. Clean Air Act, P.L. 90-148, as amended.

h. Coastal Zone Management Act, P.L. 93-205, as amended.

i. Flood Disaster Protection Act of 1973 — Section 102(a) - 42 U.S.C. 4012a.

j. Title 49, U.S.C., Section 303, (formerly known as Section 4(f)).

k. Rehabilitation Act of 1973 — 29 U.S.C. 794.

l. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).

m. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).

n. Age Discrimination Act of 1975 — 42 U.S.C. 6101, et seq.

o. American Indian Religious Freedom Act, P.L. 95-341, as amended.

p. Architectural Barriers Act of 1968 — 42 U.S.C. 4151, et seq.

q. Power plant and Industrial Fuel Use Act of 1978 — Section 403- 2 U.S.C. 8373.

r. Contract Work Hours and Safety Standards Act — 40 U.S.C. 327, et seq.

s. Copeland Anti-kickback Act — 18 U.S.C. 874.1.

t. National Environmental Policy Act of 1969 — 42 U.S.C. 4321, et seq.

u. Wild and Scenic Rivers Act, P.L. 90-542, as amended.

v. Single Audit Act of 1984 — 31 U.S.C. 7501, et seq.

w. Drug-Free Workplace Act of 1988 — 41 U.S.C. 702 through 706.

x. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

a. Executive Order 11246 – Equal Employment Opportunity

b. Executive Order 11990 – Protection of Wetlands

c. Executive Order 11998 – Flood Plain Management

d. Executive Order 12372 – Intergovernmental Review of Federal Programs

e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction

f. Executive Order 12898 – Environmental Justice

g. Executive Order 13788 – Buy American and Hire American

h. Executive Order 13858 – Strengthening Buy-American Preferences for Infrastructure Projects

FEDERAL REGULATIONS

a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).

b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.

d. 28 CFR Part 35 – Discrimination on the Basis of Disability in State and Local Government Services.

e. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.

f. 29 CFR Part 1 – Procedures for predetermination of wage rates.

g. 29 CFR Part 3 – Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.

h. 29 CFR Part 5 – Labor standards provisions applicable to contracts covering Federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).

i. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally assisted contracting requirements).

j. 49 CFR Part 20 – New restrictions on lobbying.

k. 49 CFR Part 21 – Nondiscrimination in Federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.

l. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Program .49 CFR Part 27 — Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.

m. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.

n. 49 CFR Part 30 – Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.

o. 49 CFR Part 32 – Government-wide Requirements for Drug-Free Workplace (Financial Assistance).

p. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).

q. 49 CFR Part 41 – Seismic safety of Federal and Federally assisted or regulated new building construction.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations, or circulars are incorporated by reference in this Grant Agreement.

1. **Purpose Directly Related to the Airport**

   It certifies that the reimbursement sought is for a purpose directly related to the airport.

2. **Responsibility and Authority of the Sponsor.**

   a. Public Agency Sponsor:

      It has legal authority to apply for this Grant, and to finance and carry out the proposed grant; that an official decision has been made by the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

   b. Private Sponsor:

      It has legal authority to apply for this Grant and to finance and carry out the proposed Grant and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. **Good Title.**

   It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

4. **Preserving Rights and Powers.**

   a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant

Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

b. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with this Grant Agreement.

c. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations, and the terms and conditions of this Grant Agreement.

5. **Accounting System, Audit, and Record Keeping Requirements.**

a. It shall keep all Grant accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the Grant in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the Grant supplied by other sources, and such other financial records pertinent to the Grant. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a Grant or relating to the Grant in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

6. **Exclusive Rights.**

The sponsor shall not grant an exclusive right to use an air navigation facility on which this Grant has been expended. However, providing services at an airport by only one fixed-based operator is not an exclusive right if—

a. it is unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide the services; and

b. allowing more than one fixed-based operator to provide the services requires a reduction in space leased under an agreement existing on September 3, 1982, between the operator and the airport.

7. **Airport Revenues.**

This Grant shall be available for any purpose for which airport revenues may lawfully be used. CARES Act Grant funds provided under this Grant Agreement will only be expended for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport(s) subject to this agreement and all applicable addendums.

8. Reports and Inspections.

It will:

a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;

b. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:

   1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and

   2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

9. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this Grant.

a. Using the definitions of activity, facility, and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR Part 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

   1. Programs and Activities. If the sponsor has received a grant (or other Federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.

   2. Facilities. Where it receives a grant or other Federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.

   3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration

   The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

   1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or

   2. So long as the sponsor retains ownership or possession of the property.

Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests for Proposals for work, or material under this Grant and in all proposals for agreements, including airport concessions, regardless of funding source:

"The **City of Bisbee**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

d. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.

2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.

3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.

4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:

   A. For the subsequent transfer of real property acquired or improved under the applicable activity, grant, or program; and

   B. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, grant, or program.

e. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.

f. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

10. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any activity that uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

11. Acquisition Thresholds.

The FAA deems equipment to mean tangible personal property having a useful life greater than one year and a per-unit acquisition cost equal to or greater than $5,000. Procurements by micro-purchase means the acquisition of goods or services for which the aggregate dollar amount does not exceed $10,000. Procurement by small purchase procedures means those relatively simple and informal procurement methods for securing goods or services that do not exceed the $250,000 threshold for simplified acquisitions.

AGENDA ITEM NUMBER 10

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: 5/26/2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL TO REPAIR THE SULZER SUBMERSIBLE SEWER PUMP FOR THE MULE GULCH LIFT STATION.**

FROM: **Jesus Haro, Public Works Director**

RECOMMENDATION: **Approve the repair the Sulzer submersible sewer pump for the Mule Gulch lift station.**

PROPOSED MOTION: **I move to approve repair the Sulzer submersible sewer pump for the Mule Gulch lift station.**

DISCUSSION: The Mule Gulch lift station is designed to run with two pumps in the well. There are currently two operating pumps in place. One of the Sulzer submersible sewer pumps for the Mule Gulch lift station is in need of repair. This pump is a backup pump kept in inventory in the event of a failure of one of the pumps. Phoenix Pumps, Inc. has provided a service proposal in the amount of $5,111.78 to provide the material and labor to complete the recommended repairs. They have also provided a proposal to replace the pump with a new Sulzer pump in the amount of $12,213.59.

FISCAL IMPACT: **$5,111.78**

DEPARTMENT LINE ITEM ACCOUNT: **54-40-55006**

BALANCE IN LINE ITEM IF APPROVED: **$10,252.03**

Prepared by: _____ **Reviewed by:** Theresa Coleman

SERVICE QUOTATION

PHOENIX PUMPS, INC.

NUMBER	1017508
DATE	3/25/2020
ACCOUNT	16559
CONTACT	Matthew Gurney
PHONE	520-249-5401
EMAIL	MGurney@bisbeeaz.gov
CUST. PO NUMBER	PENDING
PAGE	1 of 2

BILL TO ADDRESS	SHIP TO ADDRESS	DESCRIPTION / LOCATION
City of Bisbee 915 S. Tovreaville Road Bisbee, AZ 85603 USA	City of Bisbee Public Works 940 S. Tovreavile Road Bisbee, AZ 85603	

Inspection Findings and Recommended Repairs

Inspection Findings:
- Stator/rotor bay was full of water. Both the iron on the rotor and stator laminations are heavily rusted. The stator meggars very low, but shows no evidence of shortage or burnt windings.
- Drive end bearing had a major failure that broke the races. The bearing fit on the shaft is ok to reuse along with all the other fits.
- Impeller is ok to reuse.

Recommended Repairs:
- Replace all common wear parts.
- Clean, dip and bake the stator at the very least. A rewind may be required if it fails the surge test that is being completed.
- Balance rotor and remove rusted spots on it.
- Balance the impeller.

Repair Lead time: Complete by 4/7/2020 *Expedited shipping on part required

ITEM ID	DESCRIPTION	QTY	PRICE EA	EXT PRICE	LEAD TIME*
XFP101G-CB1 PE230/2-G-60FM	Sulzer/ABS XFP101G-CB1 PE230/2-G-60FM ***Serial Number:*** 0012455				
	**********Service Items**********				
61705092	Sulzer/ABS 61705092 Repair Kit XFP PE3 Wet Includes Upper and Lower Mechanical Seals, Bearings, O-Rings, Circlips, and Cable Seals	1.00	983.19	983.19	
43075061	Sulzer/ABS Grommet	1.00	32.94	32.94	1-2 Days, ARO
OOHMTRSERVICE	PPI Motor Clean Dip And Bake Sulzer/ABS, XFP1016, 30.8 HP, 3551RPM, 430/230Volt, 3 PH	1.00	730.77	730.77	
SHOPFEE	Shop Supplies	1.00	25.00	25.00	
	**********Service Labor**********				
T2-TCE	Teardown, Clean & Evaluation	6.75	150.00	1,012.50	
MACHINING	Machinist Labor per Hour	5.00	150.00	750.00	

Should you have any questions concerning this quote, please contact Sam Urso at 602-232-2217 or email surso@phoenixpumps.com.

5100 S. 36th Street, Phoenix, AZ 85040
602.232.2994 602.232.2995 www.phoenixpumps.com

SERVICE QUOTATION

PHOENIX PUMPS, INC.

NUMBER	1017508
DATE	3/25/2020
ACCOUNT	16559
CONTACT	Matthew Gurney
PHONE	520-249-5401
EMAIL	MGurney@bisbeeaz.gov
CUST. PO NUMBER	PENDING
PAGE	2 of 2

ITEM ID	DESCRIPTION	QTY	PRICE EA	EXT PRICE	LEAD TIME*
T2-CAPT	Clean, Assemble, Paint & Test	9.50	150.00	1,425.00	

Sell Price:	4,959.40
Tax:	152.38
Freight Est.:	
Total Sell Price:	5,111.78

PAYMENT TERMS	NET 20
TAX STATUS	AZ-PHOENIX
FOB	FACTORY
INCOMING	
OUTGOING	
SHIP VIA	

**Product lead times are estimates only based on ARO. Expedite services may be available upon request. Payments by credit card will be subject to a 3% surcharge on total order amount. This quote is valid for 30 days. Stock items are subject to prior sale. PPI is not responsible for delays due to conditions beyond our control. Phoenix Pumps, Inc. Terms and Conditions apply.*

Should you have any questions concerning this quote, please contact Sam Urso at 602-232-2217 or email surso@phoenixpumps.com.

5100 S. 36th Street, Phoenix, AZ 85040

602.232.2994 **602.232.2995** **www.phoenixpumps.com**

AGENDA ITEM NUMBER 11

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 27, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BISBEE AND THE BISBEE SENIOR ASSOCIATION FOR THE SENIOR CENTER

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve MOU

PROPOSED MOTION: I move to approve the Memorandum of Understanding between the City of Bisbee and the Bisbee Senior Association for the Senior Center

DISCUSSION:

This MOU will establish the agreement for the Senior Center. It will also allow Mayor and Council to revisit the agreement annually for budgetary purposes.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

Memorandum of Understanding

City of Bisbee and Bisbee Senior Association

Senior Center Agreement

PREAMBLE

This Agreement, effective the 19th day of May, 2020, by and between the City of Bisbee, and the Bisbee Senior Association.

RECITALS

A. The City of Bisbee owns the building and grounds occupied by the Senior Center at 300 Collins Road
B. The Bisbee Senior Association provides for operation, programs and services at the Senior Center.

SECTION 1- PURPOSE

The purpose of this Agreement is to provide a formal means of communication between the City of Bisbee and the Bisbee Senior Association in regard to the cost of providing for operation, programs and services for their members and the community.

SECTION 2- GENERAL PROVISIONS

1. The City of Bisbee will maintain the building at 300 Collins Road and include the facility on the list of properties covered under the City's insurance policies.
2. The Bisbee Senior Association will provide for operation of the s programs and services for their members and the community.
3. The City of Bisbee may budget funds to assist with the cost of utilities and operation of the Senior Center upon receipt of the previous year financial statements; to be reviewed at a meeting between the City Manager and the Senior Center Manager in February of each year.

SECTION 3- DURATION OF AGREEMENT

1. This Agreement shall become effective upon the adoption and execution of this agreement by both parties and shall automatically renew itself from year to year thereafter, until the Bisbee Senior Association no longer requests funds.

CITY OF BISBEE

_____ _____

Theresa Coleman, City Manager **Date**

Bisbee Senior Association

_____ _____

Date

AGENDA ITEM NUMBER 12

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 27, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF THE NOTICE OF INTENT TO ADOPT ORDINANCE O-20-11, ACCEPTING THE TRANSFER OF REAL PROPERTY HELD BY MINING CLAIM IN THE SAGINAW NEIGHBORHOOD.

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Ordinance O-20-11

PROPOSED MOTION: I move that we approve the Notice of Intent to adopt Ordinance O-20-11, Accepting the transfer of real property held by Mining Claim in the Saginaw Neighborhood

DISCUSSION:

The City of Bisbee could acquire various sections of property for the purpose of community development activity in the Saginaw Neighborhood.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

NOTICE OF INTENT
ORDINANCE O-20-11

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AUTHORIZING THE ACCEPTANCE OF A TRANSFER OF REAL PROPERTY CURRENTLY HELD BY MINING CLAIM TO THE CITY OF BISBEE

WHEREAS, the City is authorized to acquire property, or interests in such property, as its best interests may require by ordinance, pursuant to Sections 1.03(b) and 7.05 (h) of the Bisbee City Charter; and

WHEREAS, the parties holding such claims may convey to the City of Bisbee real property owned by the parties, to be used for the purpose of community development activity; and

WHEREAS, this property, located in the Saginaw Neighborhood Bisbee, AZ, may prove to be useful for community development activity in the future; and

WHEREAS, it is in the best interests of the City of Bisbee and its citizens to accept this property as offered; and

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AS FOLLOWS:

That transfer of the property described therein is hereby approved and the City Clerk is authorized to record such deed with the Cochise County Recorder on behalf of the City of Bisbee.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee on this ____ day of _____, 2020.

APPROVED:

_____
David Smith, Mayor

ATTEST:

_____
Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

_____
James Ledbetter, City Attorney

AGENDA ITEM NUMBER 13

REQUEST FOR MAYOR & COUNCIL ACTION

Session of June 2, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: May 27, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: **Discussion and Possible Approval of Resolution R-20-18, Authorizing an Election on Certain Proposed City Charter Amendments to Be Held on November 3, 2020**

FROM: **Ashlee Coronado, City Clerk**

RECOMMENDATION: **At the discretion of Mayor and Council**

PROPOSED MOTION: **I move that we approve Resolution R-20-18, authorizing an election on certain proposed City Charter amendments to be held on November 3, 2020.**

DISCUSSION: These Charter amendment proposals, have been developed by the Charter Review Committee. Council may decide to place all or some of these propositions on the general election ballot in November of this year. This Resolution would authorize the placement on the ballot

The Mayor and Council retain the final authority for the determination of exactly which, if any, of these proposals will be placed on the ballot for this general election. There will be certain costs associated with the preparation and distribution of the publicity pamphlet for this election and for putting these items on the ballot. We do not have a firm estimate of those costs at this time. Some of this will depend on what else may be on that ballot.

FISCAL IMPACT: **unknown**

DEPARTMENT LINE ITEM ACCOUNT: **10-53-46531**

BALANCE IN LINE ITEM IF APPROVED: **unknown**

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: _____
Theresa Coleman
City Manager

RESOLUTION R-20-18

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AUTHORIZING AN ELECTION ON CERTAIN PROPOSED AMENDMENTS TO THE CHARTER OF THE CITY OF BISBEE, TO BE HELD ON NOVEMBER 3, 2020, IN CONJUNCTION WITH THE GENERAL ELECTION ON THAT DATE

WHEREAS, the Constitution of the State of Arizona, Article 13 § 2, authorizes the Mayor and Council to propose amendments to the City Charter, subject to the approval by the qualified electors participating at a general or special election; and

WHEREAS, the City Charter of the City of Bisbee, Article XVII, Section 17.02, requires that at least once every five years a Charter Review Committee be appointed to review the existing Charter and to make recommendations as to how this Charter may best serve the City and its citizens; and

WHEREAS, the duly appointed Charter Review Committee has met and made certain recommendations for the amendment of the current City Charter, as specifically indicated in the Exhibit; and

WHEREAS, the Mayor and Council have reviewed these proposed amendments and have determined that the proposed amendments indicated above are appropriate for final consideration by the electors of the City of Bisbee at the City election to be held on November 3, 2020; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Bisbee that the attached proposed amendments to the City Charter of the City of Bisbee be submitted to voters of the City of Bisbee at the General Election to be held on November 3, 2020, and that the voters be asked to consider approval, in the appropriate manner, of the specific amendments as proposed in the Exhibit and hereby incorporated by reference.

BE IT FURTHER RESOLVED by the Mayor and Council of the City of Bisbee that the City Clerk and staff are hereby authorized and directed to take such further actions as may be necessary to properly notice this election, to provide for all publicity and information that may be required by law, and to take such other and further actions as may be necessary to hold this election in the lawful and appropriate manner at the time scheduled.

PASSED AND ADOPTED by the Mayor and Council of this City of Bisbee this ___ day of _____ 2020.

APPROVED:

_____
David M. Smith, Mayor

ATTEST:

_____
Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

_____
James Ledbetter, City Attorney

PROPOSED AMENDMENTS APPROVED BY THE CHARTER REVIEW COMMITTEE AND RECOMMENDED TO THE BISBEE CITY COUNCIL FOR SUBMITTAL TO THE ELECTORS OF THIS CITY

1. **Preamble**

Throughout this instrument or whenever the context of this instrument so requires, words used in the masculine or feminine gender are gender neutral; the singular number includes the plural and the plural the singular. The word "person" includes a corporation, company, partnership, association, or society as well as a natural person.

2. **Section 1.03 Powers of the City**

(i) Streets, Alleys, Public Grounds
The City shall have exclusive jurisdiction to control and regulate the use and enjoyment of its streets and alleys, public grounds, or ways including stairs.

3. **Section 2.08 Duties of the Mayor**

(d) Appointments
The Mayor shall appoint or remove members to the various committees, boards, and commissions, after due official notice to the public, and with the consent of the Council.

4. **Section 2.14 Meetings of Council, Boards, Commissions and Committees**

(b) Open Meeting Law
All meetings of the City Council, the City's boards, commissions, and committees shall be open to the public, in accordance with the Arizona Revised Statutes pertaining to the open meeting law. ~~No executive session may be held for the purpose of taking any legal action involving a final vote or decision. In the event that State Law shall become more restrictive than the provisions of Subsection (c) hereof, State law shall control.~~

5. **Section 3.04 Bonds**

~~**(a) Bond Required of Manager**~~
~~The Manager shall furnish a corporate surety bond to be approved by the Council, which shall be conditioned upon the faithful performance of the duties imposed upon the Manager as herein prescribed. The premium for such bond shall be a proper charge against the City.~~

6. Section 3.09 Removal of City Manager

(a) Preliminary Resolution

The Council shall appoint the City Manager for an indefinite term and may remove the Manager by a four-sevenths vote of its members as a preliminary resolution. ~~At least 40 days before such removal shall become effective, the Council shall, by a four-sevenths vote of its members adopt a preliminary resolution stating intent to remove the Manager.~~

(b) Public Hearing

~~Within ten days the City Manager may reply in writing and may request a public hearing, which shall be held no earlier than 20 days nor later than 30 days after filing of such request.~~

The Mayor shall call a public hearing and it shall be held at the next regularly scheduled Council Meeting.

(c) Final Resolution of Removal

~~After such public hearing, if one is requested, and after full consideration, the Council, by a four-sevenths vote of its members, may adopt a final resolution of removal.~~

After such public hearing and after full consideration, the Council, by a four-sevenths vote of its members, may adopt a final resolution of removal.

~~**(e) Salary upon Removal**~~

~~If the removal is for malfeasance or misfeasance in the performance of the Manager duties or the Manager shall be convicted of a felony or any offense in violation of the Manager's official duties, the Council shall cause to be paid to the Manager any salary due the Manager to the date of the preliminary resolution. Otherwise, the Manager shall be paid forthwith upon his or her removal the Manager's salary for the next three months following the adoption of the preliminary resolution for removal.~~

(h) Removal Following Election/Appointment

~~Notwithstanding the provisions of this section, the City Manager shall not be removed from office, other than for misconduct in office, during or within a period of 90 days next succeeding any general municipal election held in the City at which election a member of the Council is elected or when a new Council Member is appointed. After the expiration of the 90 day period, the provisions of this section as to the removal of said City manager shall apply and be effective.~~

Notwithstanding the provisions of this section, the City Manager shall not be removed from the office, other than for misconduct in office, during or within a period of 90 days following the seating of newly appointed Council Members. After the expiration of the 90-day period, the provisions of this section as to the removal of the said City Manager shall apply and be effective.

7. ~~Section 7.05 (a) Tax~~

~~**(a) Tax**~~

~~Levy any tax or assessment, other than the annual levy and assessment of the amount to be raised by primary and secondary property taxation, which may be done by resolution.~~

8. Section 7.07 Posting ~~at City Hall~~

Copies of titles of proposed ordinances and resolutions heretofore mentioned shall be posted ~~at the City Hall~~ 96 hours before the hour the City Council convenes to act upon the ordinance or resolution. During the said 96-hour period, copies of the entire proposed ordinance or resolution heretofore mentioned shall be made available for inspection by the public at any time during the City's regular business hours. In the event that copies are not so made available to the public for inspection and the said title is not so posted, the ordinance or resolution shall not be brought before the Council for action.

9. Section 7.10 Publication of Ordinances and Resolutions

All ordinances, except those necessary for the immediate preservation of the peace, health, or safety of the City, and resolutions having the effect of ordinances shall be published at least once a week for two consecutive weeks in the official newspaper of the City and the City's official website before they become effective and operative. Emergency measures shall be published twice in the official newspaper of the City and the City's official website within 30 days after their passage.

10. Section 8.038 Bids

Any advertisement for bids published by the City shall distinctly and specifically state the character of the City improvement, purchase, or kind of supplies, materials, equipment, and services required. Such notice shall be published at least once in the official newspaper and on the City's official website, not less than five days prior to the opening of bids. Bidding shall be by sealed proposals only and under such regulations as may be prescribed by the Council. The Manager, with the approval of the Council, shall have the power to reject any and all bids and advertise for bids again.

11. ARTICLE XV. ~~GENDER~~ PROHIBITION AGAINST DISCRIMINATION

~~Whenever the context of this instrument so requires, words used in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural the singular. The word "person" includes a corporation, company, partnership, association, or society as well as a natural person.~~

No person shall be appointed to, removed from, favored in any way, or discriminated against with respect to any City position because of race, color, gender, gender identity, sexual orientation, religion, national origin, familial status, age, political affiliation, disability, or United States military veteran status, except as such favor may be authorized by law. Any person who themself or with others willfully violates Article XV shall upon conviction thereof be guilty of a misdemeanor.

12. ~~**ARTICLE XVI. SUCCESSION IN GOVERNMENT**~~

~~**Section 16.01 Rights of Officers and Employees Preserved**~~

~~Nothing in this Charter contained, except as specifically provided, shall affect or impair the rights or privileges of officers or employees of the City or of any office, department, or agency existing at the time when this Charter takes effect or any provision of law in force at the time this Charter shall take effect and not inconsistent with the provisions of this Charter in relation to the personnel, appointment, rank, grades, tenure of office, promotion, removal, pension and retirement rights, civil rights, or any other rights or privileges of officers or employees of the City or any office, department, or agency.~~

~~**Section 16.02 Continuance of Present Officers**~~

~~All persons holding administrative office at the time this Charter takes effect shall continue in office and in performance of their duties until provisions shall have been made in accordance therewith for the performance of such duties or the discontinuance of such office.~~

~~**Section 16.03 Continuance of Present Offices, Departments or Agencies**~~

~~**(a) Conduct Business**~~
~~Any office, department or agency provided for in this Charter to be named or with powers and duties the same or substantially the same as those heretofore existing, shall be deemed a continuation of such office, department or agency and shall have powers to continue any business proceedings or other matters within the scope of the powers and duties prescribed by this Charter. Any office, department, or agency not provided for in this Charter heretofore existing shall continue to exercise powers and duties as the same were heretofore exercised and shall have the power to continue any business proceedings or other matters within the scope of its regular powers and duties until such office, department, or agency shall be changed or abolished by the Council as heretofore provided in this Charter.~~

~~**(b) Powers and Duties**~~
~~The powers conferred and the duties imposed upon any office, department or agency of the City by the laws of this State shall, if such office, department, or agency be abolished by this Charter or under its authority, be thereafter exercised and discharged by the office, department, or agency designated by the Council, unless otherwise provided herein.~~

~~**Section 16.04 Continuance of Appointive Boards and Commissions**~~

~~All appointive boards, committees, and commissions heretofore existing shall continue and shall exercise such powers and duties as was granted them until such boards and commissions shall be changed or abolished by the Council as heretofore provided in this Charter.~~

~~**Section 16.05 Transfer of Records and Property**~~

~~All records, property, and equipment whatsoever of any office, department, or agency or part thereof, all of the powers and duties of which are assigned to any other office, department, or agency by this Charter, or~~

~~under its authority, shall be transferred and delivered to the office, department, or agency to which such powers and duties are so assigned.~~

~~**Section 16.06 Continuance of Contracts**~~

~~All contracts entered into by the City or for its benefit prior to the taking effect of this Charter shall continue in full force and effect.~~

~~**Section 16.07 Pending Actions and Proceedings**~~

~~The adoption of this Charter shall not abate or otherwise affect any action or proceeding, civil or criminal, pending when it takes full effect brought by or against the City or any office, department, agency or officer thereof.~~

~~**Section 16.08 Ordinances to Remain in Force**~~

~~All ordinances, resolutions, and regulations of the City in force at the time this Charter takes effect and not inconsistent with the provisions hereof are hereby continued in force until the same shall be duly amended or repealed.~~

~~**Section 16.09 Inauguration of Government under This Charter**~~

~~If a majority of the qualified electors of the City voting on the question vote to ratify this Charter, the provisions of this Charter shall go into effect for all purposes immediately upon the approval of the Governor, as provided by the Constitution of this State.~~

AGENDA ITEM NUMBER 14

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 2, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: _____

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF A MOTION TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF THE PERFORMANCE EVALUATION OF ASHLEE CORONADO, CITY CLERK, PER ARS § 38-431.03(A)(1), DISCUSSION OR CONSIDERATION OF EMPLOYMENT, ASSIGNMENT, APPOINTMENT, PROMOTION, DEMOTION, DISMISSAL, SALARIES, DISCIPLINING OR RESIGNATION OF A PUBLIC OFFICER, APPOINTEE OR EMPLOYEE OF ANY PUBLIC BODY.

FROM: David M. Smith, Mayor

RECOMMENDATION: Approve

PROPOSED MOTION: I move to go into Executive Session to discuss the Performance Evaluation of City Clerk Ashlee Coronado, per ARS § 38-431.03(A)(1), Discussion or Consideration of Employment, Assignment, Appointment, Promotion, Demotion, Dismissal, Salaries, Disciplining, or Resignation of Public Officer, Appointee or Employee of any Public Body.

DISCUSSION:

Per ARS § 38-431.03(A)(1), the City Council may vote to go into Executive Session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of public officer, appointee or employee of any public body.

FISCAL IMPACT: To be determined by Mayor and Council

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Joelle Landers
Personnel Director

Reviewed by: David M. Smith
Mayor