

## 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, FEBRUARY 3, 2026, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY \_\_\_\_\_ AT \_\_\_\_\_.

### ROLL CALL

#### **COUNCIL**

Councilmember Trish Damon, Ward III  
Councilmember Pete Skinner, Ward II  
Councilmember Karen Schumacher, Ward I  
Mayor Ken Budge  
Councilmember Lori Reynolds, Ward I  
Councilmember Mel Sowid, Ward II  
Councilmember Anna Cline, Ward III, Mayor Pro Tempore

#### **STAFF**

VACANT, City Manager  
Ashlee Coronado, Interim City Manager / City Clerk  
Keri Bagley, Finance Director  
VACANT, Personnel Director  
Matthew Gurney, Public Works Director  
Logan Dodd, Operations Manager  
Tim Cox, Police Chief  
Jay Ritchie, Deputy Police Chief  
Jim Richardson, Fire Chief

#### **CITY ATTORNEY**

Joseph Estes

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

CALL TO THE PUBLIC

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 Tuesday, January 20, 2026.

Ashlee Coronado, City Clerk

- B. Approval of the Appointment of Lora Bateman to the Charter Review Committee.  
Ashlee Coronado, City Clerk
- C. Approval of the Appointment of Darrell Dixon to the Charter Review Committee.  
Ashlee Coronado, City Clerk
- D. Approval of the Appointment of Margaret Hartnett to the Charter Review Committee.  
Ashlee Coronado, City Clerk
- E. Approval of the Appointment of Margaret Sowid to the Charter Review Committee.  
Ashlee Coronado, City Clerk
- F. Approval of the Appointment of Melanie Greene to the Transit Advisory Committee.  
Ashlee Coronado, City Clerk
- G. Approval of the Appointment of Julie Turek to the Transit Advisory Committee.  
Ashlee Coronado, City Clerk
- H. Acceptance of the Resignation of Cheri Chase from the Airport Advisory Commission.  
Ashlee Coronado, City Clerk
- I. Approval of a Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Saturday, March 28, 2026, from 9:00am to 9:00pm; Meggen Connolley, Applicant.  
Ashlee Coronado, City Clerk
- J. Approval of a Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Tuesday, April 7, 2026, from 2:00pm to 11:00pm, and Wednesday, April 8, 2026, through Saturday, April 11, 2026, from 11:00am to 11:00pm each day; Inna Thorn, Applicant.  
Ashlee Coronado, City Clerk

**OLD BUSINESS**

- 3. Discussion and Possible Approval of a Park, Facility and Right-of-Way Use Permit for the use of City Park for the Bisbee Anti-Folk Fest to be held Friday, March 27, 2026, through Saturday, March 28, 2026, from 12:00pm (Noon) to 11:59pm each day, Sarah Neubaum, Applicant.  
Ashlee Coronado, City Clerk
- 4. Discussion and Possible Approval of a Park, Facility and Right-of-Way Use Permit for the use of Vista Park for Night of Miracles/National Night Out on Wednesday, April 22, 2026, from 6:00pm to 9:00pm, Alma Hickman, Applicant; with a request to waive fees.  
Ashlee Coronado, City Clerk

**NEW BUSINESS**

- 5. Presentation of the City of Bisbee's Annual Audit Report for the Year Ended June 30, 2025, by Steven Palmer, CPA, Squire & Company PC (Hinton Burdick).  
Keri Bagley, Finance Director

6. Discussion and Possible Approval of Resolution R-26-04; to adopt an Updated Public Participation Plan for the General Plan Update.

J. Emanuel Stuart, City Planner

7. Discussion and Possible Approval to designate the city owned property located adjacent to 300 Williams Avenue, an unaddressed strip of land as City of Bisbee Surplus Property. The Strip of land is approximately 4,255 square feet.

J. Emanuel Stuart, City Planner

8. Discussion and Possible Approval to set a Public Auction Date of March 3, 2026, after 7:00pm for the Auction of the city owned property located adjacent to 300 Williams Avenue, an unaddressed strip of land which is approximately 4,255 square feet and establish the minimum acceptable bid amount of \$8,500.00 for the property.

J. Emanuel Stuart, City Planner

9. Public Hearing with Discussion and Possible Approval of Resolution R-26-03 Supporting the Bisbee Bus Transit Program and the Application for Funds to Operate the Bisbee Transit/Bus System.

Melanie Greene, Interim Transit Manager

10. Discussion and Possible Approval of Resolution R-26-05 Supporting the Bisbee Bus Transit Program and the use of General Funds to Operate the Bisbee Transit/Bus System as needed through the end of the 25-26 Federal Fiscal Year.

Melanie Greene, Interim Transit Manager

11. Discussion and Possible Approval of a New Position, Transit Manager, to Manage the Day-to-Day Administration and Oversight of the Bisbee Bus.

Melanie Greene, Interim Transit Manager

12. Discussion and Possible Approval of Ordinance O-26-04; an ordinance of the Mayor and Council of the City of Bisbee, County of Cochise, State of Arizona, Authorizing the Sale and Transfer of Certain Property Located at 113 E Street, City of Bisbee, County of Cochise, State of Arizona under the City's Workforce Housing Initiative; authorizing the taking of all other actions necessary for the consummation of the transaction contemplated by this ordinance and declaring an emergency.

Ashlee Coronado, Interim City Manager

13. Discussion and Possible Approval of a Motion to Go into Executive Session Pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the City Attorney related to the City Manager Recruitment.

Ken Budge, Mayor

14. Discussion and Possible Selection of a firm for City Manager Recruitment Services.

Ken Budge, Mayor

15. City Manager's Report:

**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:**

**Pursuant to A.R.S. § 38-431.02(H), The public will have physical access to Council Chambers 20 minutes before the meeting is scheduled to begin.**

**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 118 Arizona St, 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 Am	Amount Paid	Date Paid
<b>GENERAL FUND</b>							
<b>10-1020200 DIESEL INVENTORY</b>							
3551	SENERGY PETROLE	415371658	DIESEL FUEL	01/13/2026	3,256.58	.00	
<b>10-2020203 DENTAL INSUR PAYABLE</b>							
2233	DELTA DENTAL of ARI	RIS000682757	Dental premiums for February 2026	01/20/2026	2,678.37	2,678.37	01/21/2026
2233	DELTA DENTAL of ARI	RIS000682757	Dental premiums for February 2026-Buy up	01/20/2026	1,519.57	1,519.57	01/21/2026
<b>10-2020802 DEFERRED COMPENSATION PAYABLE</b>							
1623	NATIONWIDE RETIRE	26-0117	EE & ER COB PPE 01-17-2026	01/21/2026	2,030.61	2,030.61	01/26/2026
1623	NATIONWIDE RETIRE	26-0117	EE & ER FIRE PPE 01-17-2026	01/21/2026	2,842.34	2,842.34	01/26/2026
1623	NATIONWIDE RETIRE	26-0117	Ruiz, Gabriel PPE 01-17-2026	01/21/2026	406.13	406.13	01/26/2026
<b>10-2020818 UNION DUES PAYABLE</b>							
3677	AZ COPS	PPE 01-17-202	Police union dues for PPE 01/17/2026	01/20/2026	175.00	175.00	01/26/2026
1147	BISBEE FIREFIGHTE	PPE 01-17-202	Fire Union Dues for PPE 01/17/2026	01/20/2026	495.00	495.00	01/26/2026
<b>10-2021001 HEALTH INSURANCE PAYABLE</b>							
6917	BLUE CROSS BLUE S	037849-02-26	Health insurance premium PPO90 P2 SW-February	01/26/2026	26,808.98	26,808.98	01/26/2026
6917	BLUE CROSS BLUE S	037849-02-26	Health insurance premium PPO90 P3 SW-February	01/26/2026	36,922.93	36,922.93	01/26/2026
6917	BLUE CROSS BLUE S	037849-02-26	Health insurance premium PPO90 P4 SW-February	01/26/2026	6,997.56	6,997.56	01/26/2026
6917	BLUE CROSS BLUE S	037849-02-26	Health insurance premium HSA PPO100 P2 SW-February	01/26/2026	1,039.43	1,039.43	01/26/2026
<b>10-2021002 ADDITIONAL LIFE INSUR PAYABLE</b>							
5455	MUTUAL OF OMAHA	2024909733	Voluntary Life & AD&D	01/19/2026	741.30	741.30	01/21/2026
5455	MUTUAL OF OMAHA	2024909733	Employer Pd. Life Ins. - February 2026	01/19/2026	946.58	946.58	01/21/2026
<b>10-2021005 AFLAC INSURANCE PAYABLE</b>							
2111	AFLAC	767370	AFLAC invoice for January	01/21/2026	1,454.90	1,454.90	01/21/2026
<b>10-2021006 PREPAID LEGAL SVCS PAYABLE</b>							
5909	LEGAL SHIELD	LEGAL-BFD-J	LegalShield Premiums Fire Dept January 2026	01/19/2026	127.60	127.60	01/21/2026
<b>10-2021007 VISION CARE INSUR PAYABLE</b>							
2344	VISION SERVICE PLA	824448873	Vision Care for February 2026	01/20/2026	1,201.21	1,201.21	01/21/2026
<b>10-2021009 GLOBE LIFE INS PAYABLE</b>							
1467	GLOBE LIFE LIBERTY	26-0126	09378-GLOBE LIFE - January	01/26/2026	2,837.72	2,837.72	01/26/2026
<b>10-2024000 PAYROLL GARNISHMENTS PAYABLE</b>							
3271	SUPPORT PAYMENT	26-0117	Child Support Payments for PPE 01/17/2026	01/21/2026	687.50	687.50	01/26/2026
<b>10-32-10400 BUILDING/SIGN PERMITS</b>							
7015	TODD CONKLIN	26-0113	REIMBURSEMENT - BP 2025-0474	01/13/2026	129.00	.00	
<b>10-32-10600 BUSINESS LICENSES</b>							
2207	JESUS AND VERONI	26-0121	REFUND - 2026 BUSINESS LICENSE CANCELED	01/21/2026	197.48	.00	
<b>10-34-10880 PARKS USE PERMIT</b>							
1420	RENEE HARPER	26-0126	REFUND OF EVENT DEPOSIT & PD FEES	01/26/2026	240.00	.00	
<b>10-34-40066 AMBULANCE FEES</b>							
6923	PAID IN FULL	3227-123125	AMBULANCE COLLECTIONS	12/31/2025	756.54	.00	
Total :					94,492.33	89,912.73	
<b>CITY MANAGER</b>							
<b>10-51-24000 PHONES</b>							
6050	VERIZON	6133440599	City Manager	01/13/2026	51.02	51.02	01/21/2026
Total CITY MANAGER:					51.02	51.02	
<b>FINANCE DEPARTMENT</b>							
<b>10-52-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Finance	01/19/2026	100.55	100.55	01/21/2026
<b>10-52-34000 CONTRACT SERVICES</b>							
6954	ARIZONA WATER CO	26-0121	Water Reports - December 2025	01/21/2026	125.00	125.00	01/26/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
<b>10-52-42030 BOOKS &amp; REFERENCE MATERIALS</b>							
4913	COCHISE COUNTY A	26-0121	2026 BISBEE PARCELS & SALES REPORTS	01/21/2026	750.00	.00	
Total FINANCE DEPARTMENT:					975.55	225.55	
<b>CITY CLERK</b>							
<b>10-53-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - City Clerk	01/19/2026	42.09	42.09	01/21/2026
<b>10-53-24000 PHONES</b>							
6050	VERIZON	6133440599	City Clerk	01/13/2026	37.21	37.21	01/21/2026
<b>10-53-42040 ADVERTISING</b>							
1153	BISBEE OBSERVER	11411	ORDINANCE O-26-01: 1/15/2026 & 1/22/2026	01/20/2026	292.44	.00	
Total CITY CLERK:					371.74	79.30	
<b>COMMUNITY DEVELOPMENT</b>							
<b>10-54-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Community Development	01/19/2026	22.43	22.43	01/21/2026
<b>10-54-24000 PHONES</b>							
4192	CENTURY LINK	333493134-01-	ANIMAL SHELTER 520-432-6020 333493134	01/13/2026	44.43	44.43	01/21/2026
<b>10-54-24001 INTERNET FEES - SHELTER</b>							
4059	SPARKLIGHT	26-0123/AS	Internet Svc-Animal Shelter- 8160130030025674	01/12/2026	153.44	153.44	01/21/2026
<b>10-54-24050 PHONES-COMMUNITY DEVELOPMENT</b>							
6050	VERIZON	6133440599	City Planner	01/13/2026	79.10	79.10	01/21/2026
Total COMMUNITY DEVELOPMENT:					299.40	299.40	
<b>ADMINISTRATION &amp; GENERAL GOV'T</b>							
<b>10-55-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Admin Asst.	01/19/2026	18.56	18.56	01/21/2026
<b>10-55-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	4059328029-1	76 Erie St. - #4059328029	01/14/2026	100.06	100.06	01/21/2026
1097	AZ PUBLIC SERVICE	7844595365-1	915 Tovreaville Rd. Ste 2 #7844595365	01/08/2026	46.45	46.45	01/21/2026
<b>10-55-22000 WATER</b>							
1106	ARIZONA WATER CO	03109049403-	76 Erie St./Lowell Plaza #03109049403	01/15/2026	38.71	38.71	01/26/2026
1106	ARIZONA WATER CO	03112054102-1	118 Arizona St #03112054102	01/20/2026	295.40	295.40	01/26/2026
<b>10-55-23000 GAS - UTILITY</b>							
1751	SOUTHWEST GAS C	910002390297	76 Erie St.-#910002390297	01/21/2026	49.20	49.20	01/26/2026
<b>10-55-24000 PHONES</b>							
4192	CENTURY LINK	333741120-01-	FAX 520-432-7647 333741120	01/13/2026	61.99	61.99	01/21/2026
<b>10-55-24001 INTERNET ACCESS</b>							
6050	VERIZON	6133440599	City Hall Router	01/13/2026	40.01	40.01	01/21/2026
<b>10-55-34000 CONTRACT SERVICES</b>							
1401	KONICA MINOLTA PR	594324054	MONTHLY MAINTENANCE PAYMENT - 2/8/2026-3/07/2026	01/07/2026	319.85	.00	
<b>10-55-37100 INSURANCE CLAIMS &amp; DEDUCTIBLES</b>							
1139	AZ MUNICIPAL RISK	2252	Claim BCLM 490730-Abdelrehim	01/23/2026	200.00	200.00	01/26/2026
<b>10-55-41500 OFFICE SUPPLIES</b>							
6340	ODP BUSINESS SOL	455367691001	COPY PAPER x6	01/13/2026	267.45	.00	
6340	ODP BUSINESS SOL	456927906001	INK HP 902 MULTI 2PK, HP 952 CMY 3PK	01/22/2026	232.06	.00	
<b>10-55-46000 OPERATIONAL EXPENSES</b>							
1434	ALL THE KINGS FLAG	50349-4	US 10X5 -1	01/20/2026	273.90	.00	
Total ADMINISTRATION & GENERAL GOV'T:					1,943.64	850.38	
<b>PERSONNEL</b>							
<b>10-56-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Personnel	01/19/2026	22.43	22.43	01/21/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
<b>10-56-24000 PHONES</b>							
6050	VERIZON	6133440599	HR	01/13/2026	36.40	36.40	01/21/2026
Total PERSONNEL:						58.83	58.83
<b>WATER SYSTEMS</b>							
<b>10-58-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	6224970000-1	Douglas RD Pump - #6224970000	01/12/2026	50.93	50.93	01/21/2026
1097	AZ PUBLIC SERVICE	7117441000-12	Tombstone Cyn Pump #7117441000	01/12/2026	628.98	628.98	01/21/2026
<b>10-58-46000 OPERATIONAL EXPENSES</b>							
6000	FERGUSON WATERW	0600837	CLAMPS AND FIRE HYDRANT	01/12/2026	4,191.29	.00	
6000	FERGUSON WATERW	0601154	FIRE HYDRANT	01/14/2026	3,510.74	.00	
<b>10-58-55000 EQUIPMENT REPAIR &amp; MAINT</b>							
1938	JIM'S ELECTRIC SER	1579	PUMP HOUSE - APS LINE TO TRIP	01/15/2026	375.00	.00	
Total WATER SYSTEMS:						8,756.94	679.91
<b>POLICE DEPARTMENT</b>							
<b>10-62-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Police Officers (Sworn)	01/19/2026	621.01	621.01	01/21/2026
5455	MUTUAL OF OMAHA	2024909733	STD/LTD - Police (Non-Sworn)	01/19/2026	60.40	60.40	01/21/2026
<b>10-62-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	8692621000-1	129 Tank Hill D - #8692621000	01/12/2026	145.20	145.20	01/21/2026
<b>10-62-22000 WATER</b>							
1106	ARIZONA WATER CO	03109045754-	35 HWY 92 T/CIR #03109045754	01/15/2026	101.19	101.19	01/21/2026
<b>10-62-24000 PHONES</b>							
4192	CENTURY LINK	333740667-01-	POLICE 520-432-2261 333740667	01/13/2026	32.22	32.22	01/21/2026
6050	VERIZON	6133440599	Police	01/13/2026	844.51	844.51	01/21/2026
6050	VERIZON	6133440599	Animal Control	01/13/2026	77.78	77.78	01/21/2026
<b>10-62-24001 INTERNET ACCESS FEES</b>							
4059	SPARKLIGHT	26-0123/BPD	Internet Svc-Police Department - 8160130030019180	01/12/2026	165.92	165.92	01/21/2026
6050	VERIZON	6133440599	Police Air Cards	01/13/2026	120.03	120.03	01/21/2026
6050	VERIZON	6133451154	Police Air Cards	01/13/2026	515.65	515.65	01/21/2026
<b>10-62-34000 CONTRACT SERVICES</b>							
1499	RICOH USA, INC	41295205	LEASE EQUIP CONTRCT IM550F FEB26	01/16/2026	37.39	.00	
1499	RICOH USA, INC	41295206	LEASE EQUIP CONTRCT IMC2500 FEB26	01/16/2026	118.73	.00	
<b>10-62-34100 DOC WORKERS</b>							
3163	AZ STATE PRISON C	D08185620260	PD-LABOR	01/20/2026	30.00	.00	
3163	AZ STATE PRISON C	D08185620260	PD-MILEAGE	01/21/2026	42.43	.00	
<b>10-62-41500 OFFICE SUPPLIES</b>							
3211	JULIE DELK/BPD	26-0126	SUPPLIES	01/26/2026	28.65	.00	
3211	JULIE DELK/BPD	26-0126	TITLE	01/26/2026	4.00	.00	
3211	JULIE DELK/BPD	26-0126	COFFEE	01/26/2026	13.44	.00	
<b>10-62-43500 POSTAGE</b>							
3211	JULIE DELK/BPD	26-0126	UPS	01/26/2026	7.00	.00	
<b>10-62-46000 OPERATIONAL EXPENSES</b>							
3211	JULIE DELK/BPD	26-0126	PROPANE	01/26/2026	27.00	.00	
<b>10-62-46624 MOVING, TOWING, STORAGE EXP</b>							
7000	BARNETT'S TOWING,	503524	TOWING SERVICES/B25-8355	12/04/2025	288.75	.00	
7000	BARNETT'S TOWING,	503585	TOWING SERVICES/B25-8513	12/11/2025	341.25	.00	
7000	BARNETT'S TOWING,	503586	TOWING SERVICES/B25-8513	12/11/2025	341.25	.00	
7000	BARNETT'S TOWING,	503595	TOWING SERVICES/B25-8619	12/17/2025	236.25	.00	
7000	BARNETT'S TOWING,	503627	TOWING SERVICES/B25-8761	12/24/2025	315.00	.00	
7000	BARNETT'S TOWING,	503699	TOWING SERVICES/B26-0432	01/21/2026	210.00	.00	
1636	COCHISE AUTO SER	281	TOWING SERVICES/B26-0301	01/15/2026	207.00	.00	
<b>10-62-46626 ANIMAL CONTROL EXPENSE</b>							
3211	JULIE DELK/BPD	26-0126	BATTERIES	01/26/2026	4.92	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
<b>10-62-50100 BLDG REPAIR &amp; MAINT</b>							
1659	ACE HARDWARE	44831	SUPPLIES	01/14/2026	14.89	.00	
1659	ACE HARDWARE	44833	SUPPLIES	01/14/2026	14.89	.00	
1659	ACE HARDWARE	44856	SUPPLIES	01/20/2026	18.17	.00	
1659	ACE HARDWARE	F83643	CREDIT	01/14/2026	29.79-	.00	
<b>10-62-61000 VEHICLE PARTS &amp; LABOR</b>							
6536	BISBEE NAPA AUTO P	386483	AUTO PARTS-3894	12/22/2025	4.19	.00	
6536	BISBEE NAPA AUTO P	388523	AUTO PARTS-8534	01/21/2026	86.20	.00	
6536	BISBEE NAPA AUTO P	388525	AUTO PARTS-1378	01/21/2026	3.46	.00	
Total POLICE DEPARTMENT:					5,048.98	2,683.91	
<b>FIRE DEPARTMENT</b>							
<b>10-64-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD/LTD - Fire	01/19/2026	867.61	867.61	01/21/2026
<b>10-64-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	4361690000-1	645 Tombstone Cyn Sta 2 - #4361690000	01/07/2026	323.67	323.67	01/21/2026
<b>10-64-23000 GAS - UTILITY</b>							
1751	SOUTHWEST GAS C	910001916351	645 Tombstone Cyn - Fire #2- 910001916351	01/12/2026	147.41	147.41	01/21/2026
<b>10-64-24000 PHONES</b>							
4192	CENTURY LINK	333495025-01-	FIRE DEPT QW333495025001 333495025	01/13/2026	99.99	99.99	01/21/2026
4192	CENTURY LINK	333830226-01-	FIRE DEPT 520-432-4110 333830226	01/13/2026	82.21	82.21	01/21/2026
4192	CENTURY LINK	334079108-01-	FIRE DEPT #2 520-432-6022 334079108	01/13/2026	36.95	36.95	01/21/2026
6050	VERIZON	6133440599	Fire	01/13/2026	355.70	355.70	01/21/2026
<b>10-64-24001 INTERNET ACCESS FEES</b>							
6050	VERIZON	6133440599	Fire Dept Air Card	01/13/2026	137.84	137.84	01/21/2026
<b>10-64-41500 OFFICE SUPPLIES</b>							
6340	ODP BUSINESS SOL	455367691001	COPY PAPER x1	01/13/2026	44.57	.00	
<b>10-64-46641 MEDICAL SUPPLIES</b>							
1321	BOUND TREE MEDIC	86051760	MEDICAL SUPPLIES	01/07/2026	824.73	.00	
1085	LINDE GAS & EQUIP	54087542	OXYGEN TANK REFILL	12/31/2025	436.94	.00	
Total FIRE DEPARTMENT:					3,357.62	2,051.38	
<b>BUILDING &amp; MAINTENANCE</b>							
<b>10-74-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Bldg Maintenance	01/19/2026	19.66	19.66	01/21/2026
<b>10-74-24000 PHONES</b>							
6050	VERIZON	6133440599	Bldg Maintenance	01/13/2026	79.10	79.10	01/21/2026
<b>10-74-34000 CONTRACT SERVICES</b>							
7060	CINTAS	4256270519	UNIFORMS	01/14/2026	5.96	.00	
7060	CINTAS	4256270519	UNIFORMS	01/14/2026	6.40	.00	
6172	MMPC	179464	PEST CONTROL-SENIOR CENTER	01/14/2026	50.00	.00	
<b>10-74-50100 BLDG REPAIR &amp; MAINT</b>							
1659	ACE HARDWARE	44815	SPRYVARNISH GLOSS	01/12/2026	20.47	.00	
1659	ACE HARDWARE	44825	CONCRETE REPAIR	01/13/2026	39.12	.00	
1862	B&D LUMBER & HAR	221097	PLYWOOD	01/12/2026	32.61	.00	
4191	GRAINGER	9776991565	QUICK CONNECT FILTER	01/20/2026	440.55	.00	
1271	ORTIZ DOUBLE H LL	50335	GARAGE-36" STEEL 6PNL PREH LH SPEC	01/21/2026	274.75	.00	
1271	ORTIZ DOUBLE H LL	50336	LIBRARY-36" STEEL 6PNL PREH RH SPEC	01/21/2026	274.75	.00	
6831	THE SHERWIN-WILLI	3519-4	PARKING LOT PAINT	01/22/2026	164.51	.00	
Total BUILDING & MAINTENANCE:					1,407.88	98.76	
<b>PUBLIC WORKS ADMINISTRATION</b>							
<b>10-75-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - PW Admin.	01/19/2026	83.06	83.06	01/21/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
<b>10-75-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	2518290000-1	404 Bisbee Rd - #2518290000	01/14/2026	82.16	82.16	01/21/2026
<b>10-75-23000 GAS - UTILITY</b>							
1751	SOUTHWEST GAS C	910002556920	404 Bisbee Rd. - #910002556920	01/20/2026	44.52	44.52	01/26/2026
<b>10-75-24000 PHONES</b>							
6050	VERIZON	6133440599	PW	01/13/2026	102.23	102.23	01/21/2026
<b>10-75-34000 CONTRACT SERVICES</b>							
1401	KONICA MINOLTA PR	594324054	MONTHLY MAINTENANCE PAYMENT - 2/8/2026-3/07/2026	01/07/2026	319.85	.00	
Total PUBLIC WORKS ADMINISTRATION:					631.82	311.97	
<b>GARAGE</b>							
<b>10-77-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - PW Garage	01/19/2026	44.86	44.86	01/21/2026
<b>10-77-24000 PHONES</b>							
6050	VERIZON	6133440599	City Garage	01/13/2026	75.65	75.65	01/21/2026
<b>10-77-24001 INTERNET ACCESS</b>							
4192	CENTURY LINK	333740666-01-	GARAGE INTERNET QW333740666001 333740666	01/13/2026	59.99	59.99	01/21/2026
<b>10-77-34000 CONTRACT SERVICES</b>							
7060	CINTAS	4256270500	CLEANING	01/14/2026	12.88	.00	
7060	CINTAS	4256270527	UNIFORMS	01/14/2026	34.46	.00	
<b>10-77-42060 INVENTORIED TOOLS</b>							
2208	MSTS RECEIVABLES	7293F22D	EXT SET, SOCKETS, BRUSH SET, RATCHET WRENCH	01/19/2026	481.80	.00	
<b>10-77-61000 VEHICLE PARTS &amp; LABOR</b>							
6536	BISBEE NAPA AUTO P	388018	NITRO-INTERIOR DOOR HANDLE	01/14/2026	76.20	.00	
<b>10-77-62007 OTHER FLUIDS &amp; LUBRICANTS</b>							
6536	BISBEE NAPA AUTO P	387795	BRAKE PRTS CLEANER	01/12/2026	46.95	.00	
Total GARAGE:					832.79	180.50	
<b>BUILDING INSPECTOR</b>							
<b>10-79-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Bldg Inspector	01/19/2026	18.94	18.94	01/21/2026
<b>10-79-24000 PHONES</b>							
6050	VERIZON	6133440599	Bldg Inspector	01/13/2026	37.77	37.77	01/21/2026
Total BUILDING INSPECTOR:					56.71	56.71	
<b>PARKS</b>							
<b>10-80-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Parks	01/19/2026	56.79	56.79	01/21/2026
<b>10-80-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	0655901000-1	E Vista Park - #0655901000	01/14/2026	85.91	85.91	01/21/2026
1097	AZ PUBLIC SERVICE	3984490000-1	Main St Park - #3984490000	01/12/2026	175.55	175.55	01/21/2026
1097	AZ PUBLIC SERVICE	6333950000-1	Goar Park - #6333950000	01/12/2026	55.55	55.55	01/21/2026
1097	AZ PUBLIC SERVICE	6621361000-1	E Vista Court - #6621361000	01/14/2026	116.61	116.61	01/21/2026
1097	AZ PUBLIC SERVICE	6730341000-1	Brewery Gulch C Park #6730341000	01/12/2026	49.12	49.12	01/21/2026
1097	AZ PUBLIC SERVICE	9158520000-1	Vista Park - #9158520000	01/14/2026	43.22	43.22	01/21/2026
<b>10-80-22000 WATER</b>							
1106	ARIZONA WATER CO	03106053651-	Grassy Park- Restrooms 03106053651	01/12/2026	201.55	201.55	01/21/2026
1106	ARIZONA WATER CO	03106058001-	City Park Brewery - Parks 03106058001	01/12/2026	109.09	109.09	01/21/2026
1106	ARIZONA WATER CO	03109012304-	Goar Park - #03109012304	01/15/2026	155.28	155.28	01/26/2026
1106	ARIZONA WATER CO	03109045722-	Traffic Circle #03109045722	01/15/2026	91.81	91.81	01/26/2026
1106	ARIZONA WATER CO	03109069151-	Saginaw Park - Parks # 03109069151	01/15/2026	37.20	37.20	01/26/2026
1106	ARIZONA WATER CO	03112047073-1	Az St & Cole Ave Irrigation - 03112047073	01/20/2026	37.20	37.20	01/26/2026
<b>10-80-24000 PHONES</b>							
6050	VERIZON	6133440599	Parks	01/13/2026	96.54	96.54	01/21/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
<b>10-80-34000 CONTRACT SERVICES</b>							
7060	CINTAS	4256270471	UNIFORMS	01/14/2026	21.84	.00	
7060	CINTAS	4256270519	UNIFORMS	01/14/2026	6.40	.00	
<b>10-80-46000 OPERATIONAL EXPENSES</b>							
1659	ACE HARDWARE	44829	CUTTER RATCHETING, SEAL TPE, BALL VALVE, ELBOW	01/14/2026	46.10	.00	
<b>10-80-46802 LANDSCAPING MATERIALS</b>							
1659	ACE HARDWARE	44821	KILLZALL365	01/13/2026	43.83	.00	
1862	B&D LUMBER & HAR	221151	ELBOE, TEE, SWIVEL	01/14/2026	10.46	.00	
Total PARKS:					1,440.05	1,311.42	
<b>SWIMMING POOL</b>							
<b>10-81-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	2409211000-12	Quality Hill - Pool #2409211000	01/09/2026	477.75	477.75	01/21/2026
<b>10-81-22000 WATER</b>							
1106	ARIZONA WATER CO	03106006471-	Swimming Pool - 03106006471	01/12/2026	419.74	419.74	01/21/2026
<b>10-81-24000 PHONES</b>							
6050	VERIZON	6133440599	Pool	01/13/2026	23.64	23.64	01/21/2026
Total SWIMMING POOL:					921.13	921.13	
<b>LIBRARY</b>							
<b>10-83-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Library	01/19/2026	44.86	44.86	01/21/2026
<b>10-83-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	3331410000-1	6 MAIN St Library - Library -#3331410000	01/09/2026	694.92	694.92	01/21/2026
<b>10-83-22000 WATER</b>							
1106	ARIZONA WATER CO	03106016751-	Library - Lib 03106016751	01/12/2026	93.31	93.31	01/21/2026
<b>10-83-24000 PHONES</b>							
4192	CENTURY LINK	333745848-01-	LIBRARY 520-432-4232 333745848	01/13/2026	156.05	156.05	01/21/2026
<b>10-83-34000 CONTRACT SERVICES</b>							
6172	MMPC	179900	LIBRARY-PEST CONTROL	01/21/2026	50.00	.00	
1499	RICOH USA, INC	41289997	COPIER LEASE - FEB 2026	01/16/2026	178.92	.00	
<b>10-83-46831 BOOKS</b>							
4926	AMAZON CAPITAL SE	1DW4-NLDN-1	BOOKS - CREDIT	01/18/2026	30.02	.00	
Total LIBRARY:					1,188.04	989.14	
<b>SENIOR CITIZENS CENTER</b>							
<b>10-85-24000 PHONES</b>							
4192	CENTURY LINK	333579583-01-	SENIOR CENTER 520-432-2167 333579583	01/13/2026	73.90	73.90	01/21/2026
<b>10-85-24001 INTERNET ACCESS FEES</b>							
4059	SPARKLIGHT	26-0123/SC	Internet Svc- Senior Center-8160130030024214	01/12/2026	63.75	63.75	01/21/2026
Total SENIOR CITIZENS CENTER:					137.65	137.65	
Total GENERAL FUND:					121,972.12	100,899.69	
<b>GENERAL GOVERNMENT GRANTS</b>							
<b>GRANT EXP - GENERAL GOVT</b>							
<b>11-40-22514 BISBEE BIKEWAYS EDA GRANT</b>							
2205	MEGGEN CONNOLLE	26-0120	ADMINISTRATIVE COSTS - BISBEE BIKEWAY	01/20/2026	63,322.46	63,322.46	01/21/2026
<b>11-40-22528 CDBG-BISBEE SENIOR CENTER</b>							
1913	ALPHAGRAPHICS	103398	SENIOR CENTER - PLANS - SCAN, EMAIL, PRINT	01/14/2026	75.06	.00	
Total GRANT EXP - GENERAL GOVT:					63,397.52	63,322.46	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
Total GENERAL GOVERNMENT GRANTS:					63,397.52	63,322.46	
<b>CAMP NACO</b>							
<b>19-40-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Camp Naco	01/19/2026	18.38-	18.38-	01/21/2026
<b>19-40-21000 ELECTRIC-MELLON GRANT</b>							
1097	AZ PUBLIC SERVICE	5081307274-0	915 Tovreaville Rd Camp Naco	01/08/2026	304.60	304.60	01/21/2026
1097	AZ PUBLIC SERVICE	8850052975-1	2118 Newell St. Temp - Camp Naco #8850052975	01/07/2026	100.72	100.72	01/21/2026
<b>19-40-22700 CAMP NACO HERITAGE ALLIANCE</b>							
1527	POSTER MIRTO MCD	368	ARCHITECTURAL & ENGINEERING - FLAGPOLE PAVILLIO	01/21/2026	4,640.50	.00	
<b>19-40-24000 PHONES-MELLON GRANT</b>							
4192	CENTURY LINK	334160374-01-	CAMP NACO 520-432-9031 334160374	01/13/2026	35.65	35.65	01/26/2026
6050	VERIZON	6133440599	Camp Naco	01/13/2026	62.24	62.24	01/21/2026
<b>19-40-24001 INTERNET-MELLON GRANT</b>							
4059	SPARKLIGHT	26-0123/CAMP	Internet Svc-915 Tovreaville Rd Bldg B-8160130030011815	01/16/2026	175.93	175.93	01/26/2026
<b>19-40-31000 PROFESSIONAL FEES-MELLON GRANT</b>							
1219	BISBEE PETTY CASH	26-0120	REIMB. FELLOWSHIP PAYMENT-GUADALUPE VIANNEY R	01/20/2026	1,166.67	1,166.67	01/22/2026
1449	MADLINE COLLEY	26-0120	FELLOWSHIP PROGRAM, MID-WAY PAYMENT	01/20/2026	4,836.00	4,836.00	01/21/2026
<b>19-40-92000 CONSTRUCTION COSTS-MELLON</b>							
1351	DURAZO CONSTRUC	2B	CAMP NACO PHASE II BUILDING REHAB.	12/31/2025	28,552.73	.00	
6889	VERHELST RECOVE	17737	DEMO AND RELATED CLEANUP A2	01/12/2026	162.50	162.50	01/21/2026
6889	VERHELST RECOVE	17751	CLEAN-UP DEBRIS, BRICK WORK A7 & A8	01/14/2026	166.67	166.67	01/21/2026
6889	VERHELST RECOVE	17761	CLEAN-UP DEBRIS, BRICK WORK A8	01/16/2026	300.00	300.00	01/21/2026
Total :					40,485.83	7,292.60	
<b>19-45-31000 PROFESSIONAL FEES-STATE GRANT</b>							
1527	POSTER MIRTO MCD	368	ARCHITECTURAL & ENGINEERING (set#2)	01/21/2026	4,562.64	.00	
<b>19-45-46000 OPERATIONAL EXPENSE-STATE</b>							
1659	ACE HARDWARE	44849	FASTENERS	01/16/2026	8.90	.00	
<b>19-45-92000 CONSTRUCTION COSTS-STATE</b>							
1351	DURAZO CONSTRUC	2B	CAMP NACO PHASE II BUILDING REHAB.	12/31/2025	64,015.38	.00	
6889	VERHELST RECOVE	17737	DEMO AND RELATED CLEANUP A5, A9	01/12/2026	325.00	325.00	01/21/2026
6889	VERHELST RECOVE	17751	CLEAN-UP DEBRIS, BRICK WORK A5	01/14/2026	83.33	83.33	01/21/2026
Total :					68,995.25	408.33	
<b>19-50-31000 PROFESSIONAL SERVICES</b>							
1527	POSTER MIRTO MCD	368	ARCHITECTURAL & ENGINEERING - A2, A3, A8	01/21/2026	11,009.86	.00	
<b>19-50-92000 CONSTRUCTION</b>							
1351	DURAZO CONSTRUC	2B	CAMP NACO PHASE II BUILDING REHAB.	12/31/2025	11,423.30	.00	
Total :					22,433.16	.00	
Total CAMP NACO:					131,914.24	7,700.93	
<b>VISTOR CENTER</b>							
<b>FUND EXPENDITURES</b>							
<b>20-40-24000 PHONES</b>							
4192	CENTURY LINK	333663664-01-	VISITOR CENTER 520-432-3554 333663664	01/13/2026	66.15	66.15	01/21/2026
4192	CENTURY LINK	333913912-01-	VISITOR CENTER 520-432-3509 333913912	01/13/2026	36.33	36.33	01/21/2026
6050	VERIZON	6133440599	Visitor Center	01/13/2026	75.54	75.54	01/21/2026
<b>20-40-42020 PRINTING &amp; REPRODUCTION</b>							
1910	CHERYL SNYDER	1376-2	EDIT AND PROOF OF VISITOR CENTER MAP	01/27/2026	125.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
Total FUND EXPENDITURES:					303.02	178.02	
Total VISITOR CENTER:					303.02	178.02	
<b>STREETS</b>							
<b>21-36-11070 RIGHT OF WAY PERMITS</b>							
1637	DAVID NEUFELD	26-0113	REIMBURSEMENT ROW PERMIT 2025-0148	01/13/2026	40.00	.00	
Total :					40.00	.00	
<b>FUND EXPENDITURES</b>							
<b>21-40-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Streets	01/19/2026	94.56	94.56	01/21/2026
<b>21-40-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	4059328029A-	2 Sowles Ave EV - #4059328029	01/14/2026	333.22	333.22	01/21/2026
1097	AZ PUBLIC SERVICE	4470670000-1	60 Brewery Gulch Sp 3 - #4470670000	01/12/2026	44.66	44.66	01/21/2026
1097	AZ PUBLIC SERVICE	5847770000-1	60 Brewery Gulch Sp 2 - #5847770000	01/12/2026	58.97	58.97	01/21/2026
1097	AZ PUBLIC SERVICE	7700160000-1	60 Brewery Gulch Sp 4 - #7700160000	01/12/2026	60.90	60.90	01/21/2026
1097	AZ PUBLIC SERVICE	8583641000-1	60 Brewery Gulch Sp 1 - #8583641000	01/12/2026	67.54	67.54	01/21/2026
1879	AZ PUBLIC SERVICE	AR0480010491	NORMAL OPS AND MAINTENANCE FOR DEC 2025	01/20/2026	1,747.67	.00	
<b>21-40-24000 PHONES</b>							
6050	VERIZON	6133440599	Streets	01/13/2026	273.75	273.75	01/21/2026
<b>21-40-34000 CONTRACT SERVICES</b>							
7060	CINTAS	4256270593	UNIFORMS	01/14/2026	62.65	.00	
<b>21-40-42060 INVENTORIED TOOLS</b>							
1862	B&D LUMBER & HAR	221118	DIGITAL MULTI-TESTER	01/13/2026	36.16	.00	
1862	B&D LUMBER & HAR	221119	TINE STEEL LEAT RAKE	01/13/2026	62.44	.00	
<b>21-40-45100 DISPOSABLE EQUIP &amp; TOOLS</b>							
1862	B&D LUMBER & HAR	221128	9V ALKALINE BATTERY	01/13/2026	8.57	.00	
<b>21-40-46000 OPERATIONAL EXPENSES</b>							
1862	B&D LUMBER & HAR	221161	DOC-ENGINE OIL	01/15/2026	47.22	.00	
Total FUND EXPENDITURES:					2,898.31	933.60	
Total STREETS:					2,938.31	933.60	
<b>BISBEE ARTS COMMISSION</b>							
<b>FUND EXPENDITURES</b>							
<b>42-40-10530 GRANTS</b>							
2206	BRUCE SYRETT	26-0121	BA GRANT FUNDING "BISBEE'S COSMIC CONNECTIONS"	01/21/2026	500.00	.00	
<b>42-40-42060 BAC EVENTS</b>							
1566	OLDFIELD BISBEE C	26-0121	DELIVERY AND OPERATION OF SUPPORT STRUCTURE F	01/21/2026	100.00	.00	
1477	RENE JOHNSON	26-0121	SUBWOOFER ANS WAH LIGHTS DELIVERY AND RENTAL	01/21/2026	250.00	.00	
Total FUND EXPENDITURES:					850.00	.00	
Total BISBEE ARTS COMMISSION:					850.00	.00	
<b>HOUSING INITIATIVE</b>							
<b>45-40-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	2847162730-0	113 E Street Saginaw #2847162730	01/14/2026	26.48	26.48	01/21/2026
Total :					26.48	26.48	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
Total HOUSING INITIATIVE:					26.48	26.48	
<b>AIRPORT FUND</b>							
<b>FUND EXPENDITURES</b>							
<b>50-40-22000 WATER</b>							
1366	HOPE WATER ARIZO	211214936-01-	Airport Water-January 2026	01/20/2026	48.83	48.83	01/26/2026
Total FUND EXPENDITURES:					48.83	48.83	
Total AIRPORT FUND:					48.83	48.83	
<b>SEWER FUND</b>							
<b>FUND EXPENDITURES</b>							
<b>54-40-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Waste Water	01/19/2026	78.12	78.12	01/21/2026
<b>54-40-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	0516740000-1	42 Warren Cut Off Rd. Swr Bldg B - #0516740000	01/12/2026	882.91	882.91	01/21/2026
1097	AZ PUBLIC SERVICE	2954210000-1	42 Warren Cut Off Rd. Swr Bldg A - #2954210000	01/12/2026	54.25	54.25	01/21/2026
<b>54-40-22000 WATER</b>							
1106	ARIZONA WATER CO	03109050451-	6 W. HWY 80	01/15/2026	37.20	37.20	01/21/2026
1106	ARIZONA WATER CO	03109081151-0	Highway 80-Sewer Pond - Acct # 03109081151	01/15/2026	91.81	91.81	01/21/2026
<b>54-40-24000 PHONES</b>							
4192	CENTURY LINK	333495030-01-	46 S. AZ ST-VWV 520-432-6035 333495030	01/13/2026	36.95	36.95	01/21/2026
6050	VERIZON	6133440599	Sewer	01/13/2026	155.59	155.59	01/21/2026
<b>54-40-34010 CONTRACT SERVICES-COLLECTIONS</b>							
7060	CINTAS	4256270461	UNIFORMS	01/14/2026	55.40	.00	
<b>54-40-45100 DISPOSABLE EQUIP &amp; TOOLS</b>							
1659	ACE HARDWARE	44841	SCKT, BATT ALKIN	01/15/2026	11.44	.00	
<b>54-40-46000 OPERATIONAL EXPENSES</b>							
1659	ACE HARDWARE	44823	SCKT UNV JNT	01/13/2026	9.31	.00	
<b>54-40-46543 MANHOLE, PIPE &amp; FITTINGS</b>							
1659	ACE HARDWARE	44828	ANGLE IRON	01/14/2026	35.31	.00	
1862	B&D LUMBER & HAR	221158	PREMIX CONCRETE	01/15/2026	12.63	.00	
Total FUND EXPENDITURES:					1,460.92	1,336.83	
Total SEWER FUND:					1,460.92	1,336.83	
<b>SANITATION FUND</b>							
<b>FUND EXPENDITURES</b>							
<b>56-40-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Sanitation	01/19/2026	157.07	157.07	01/21/2026
<b>56-40-24000 PHONES</b>							
6050	VERIZON	6133440599	Recycle	01/13/2026	125.75	125.75	01/21/2026
6050	VERIZON	6133440599	Sanitation	01/13/2026	152.70	152.70	01/21/2026
<b>56-40-34000 CONTRACT SERVICES</b>							
7060	CINTAS	4256270477	UNIFORMS	01/14/2026	62.06	.00	
<b>56-40-42060 INVENTORIED TOOLS</b>							
1659	ACE HARDWARE	44819	EXT CORD	01/13/2026	32.60	.00	
1659	ACE HARDWARE	44835	DRILL BIT SET	01/14/2026	21.91	.00	
1862	B&D LUMBER & HAR	221113	WELDING HELMET	01/13/2026	63.39	.00	
<b>56-40-45100 DISPOSABLE EQUIP &amp; TOOLS</b>							
1659	ACE HARDWARE	44817	ROD WELD, WELDING GLOVES, FLAP DISC, CUT WHL	01/13/2026	79.56	.00	
1659	ACE HARDWARE	44834	REPLACEMENT ORINGS, FASTENERS	01/14/2026	24.14	.00	
<b>56-40-46561 COUNTY TIPPING FEE</b>							
3181	COCHISE COUNTY T	31973	COCHISE COUNTY - SOLID WASTE - DECEMBER	12/31/2025	21,235.60	.00	
<b>56-40-61000 VEHICLE PARTS &amp; LABOR</b>							
6536	BISBEE NAPA AUTO P	388087	COOLANT TEMP SENSOR	01/15/2026	58.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
Total FUND EXPENDITURES:					22,013.23	435.52	
Total SANITATION FUND:					22,013.23	435.52	
<b>QUEEN MINE FUND</b>							
<b>FUND EXPENDITURES</b>							
<b>59-40-11501 STANDARD DISABILITY INSURANCE</b>							
5455	MUTUAL OF OMAHA	2024909733	STD - Queen Mine	01/19/2026	190.05	190.05	01/21/2026
<b>59-40-21000 ELECTRIC</b>							
1097	AZ PUBLIC SERVICE	8295240000-1	HWY 80 Tour - QM - #8295240000	01/12/2026	1,634.23	1,634.23	01/21/2026
<b>59-40-22000 WATER</b>							
1106	ARIZONA WATER CO	03109024701-	Queen Mine - #03109024701	01/15/2026	153.04	153.04	01/26/2026
<b>59-40-24000 PHONES</b>							
4192	CENTURY LINK	333908691-01-	QUEEN MINE 520-432-2071 333908691	01/13/2026	162.86	162.86	01/21/2026
6050	VERIZON	6133440599	Queen Mine	01/13/2026	91.03	91.03	01/21/2026
<b>59-40-24001 INTERNET ACCESS FEE</b>							
4059	SPARKLIGHT	26-0123/QM	Internet Svc-Queen Mine - 8160130030025278	01/12/2026	153.44	153.44	01/21/2026
6050	VERIZON	6133440599	QM Router	01/13/2026	40.01	40.01	01/21/2026
<b>59-40-42040 ADVERTISING</b>							
1205	TUCSON GUIDE	1767	INSIDE FRONT COVER MARCH-AUGUST 2026	01/15/2026	3,400.00	.00	
<b>59-40-45200 SAFETY EQUP &amp; SUPPLIES</b>							
1833	UNITED FIRE EQUIP	844329	ANNUAL FIRE EXTINGUISHER INSPECTION	01/15/2026	1,121.31	.00	
<b>59-40-46591 MERCHANDISE</b>							
1773	GRAEME, DOUGLAS	26-0121	ASSORTED MINERALS - TUCSON GEM SHOW 2026	01/06/2026	4,000.00	4,000.00	01/21/2026
1773	GRAEME, DOUGLAS	26-0126	ASSORTED MINERALS - TUCSON GEM SHOW 2026	01/06/2026	4,000.00	4,000.00	01/26/2026
2131	MP PRODUCTS, LLC	R3329	GLOWSTONE BAGS	02/01/2026	3,438.54	.00	
<b>59-40-55000 EQUIPMENT REPAIR &amp; MAINT</b>							
1659	ACE HARDWARE	44844	KWIKSEAL ULTRA WHT, SOLDER ROSIN CORE, ELEC TA	01/15/2026	29.95	.00	
Total FUND EXPENDITURES:					18,414.46	10,424.66	
Total QUEEN MINE FUND:					18,414.46	10,424.66	
<b>BISBEE BUS FUND</b>							
<b>FUND EXPENDITURES</b>							
<b>96-40-41607 PREVENTIVE MAINTENANCE</b>							
6536	BISBEE NAPA AUTO P	387796	BUS 1403-FUEL SYSTEM CLEANR	01/12/2026	12.05	.00	
Total FUND EXPENDITURES:					12.05	.00	
Total BISBEE BUS FUND:					12.05	.00	
Grand Totals:					363,351.18	185,307.02	

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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**Report Criteria:**

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

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**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: February 3, 2026**

Regular    Special

**DATE ACTION SUBMITTED:** January 23, 2026

**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 JANUARY 20, 2026, AT 7:00 PM**

**FROM:**            Nina Williams, Deputy City Clerk

**RECOMMENDATION:**            Approve Minutes

**PROPOSED MOTION:**            I move to approve the Minutes of the Regular Session of Mayor and Council held on January 20, 2026, at 7:00 PM

**DISCUSSION:**

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**FISCAL IMPACT:**            N/A

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

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

**Prepared by:** *Nina Williams*  
Nina Williams,  
Deputy City Clerk

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

## **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, JANUARY 20, 2026, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

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

### **ROLL CALL**

#### **COUNCIL**

Councilmember Trish Damon, Ward III  
Councilmember Pete Skinner, Ward II  
Councilmember Karen Schumacher, Ward I  
Mayor Ken Budge  
Councilmember Lori Reynolds, Ward I  
Councilmember Mel Sowid, Ward II  
Councilmember Anna Cline, Ward III, Mayor Pro Tempore

#### **STAFF**

VACANT, City Manager  
Ashlee Coronado, Interim City Manager / City Clerk  
Keri Bagley, Finance Director  
Matthew Gurney, Public Works Director  
Logan Dodd, Operations Manager  
Jay Ritchie, Deputy Police Chief

#### **CITY ATTORNEY**

Joseph Estes

INVOCATION: Mayor Budge called for a moment of silence for personal reflection.

### **PLEDGE OF ALLEGIANCE**

### **MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:**

#### **CALL TO THE PUBLIC**

- Acacia Barnett, Hattie B Black Women in Progress, spoke regarding the youth of Cochise County.
- Beth Moorhouse, owner of the Bisbee Brownstone, spoke about her concern regarding the 500k shortfall in the city sales tax revenue.
- Mike Ablin spoke regarding acquisitions of real estate and asked questions.
- Nicole France, Bisbee resident, spoke on the foundational importance of transparency in order to build trust and pleaded to get over this idea that any sort of disagreement was fundamentally divisiveness.

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 \$598,528.54.  
SECOND: Councilmember Sowid

Councilmember Schumacher inquired about items on the accounts payable report, and staff responded.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on Tuesday, January 6, 2026.

Ashlee Coronado, City Clerk

- B. Approval of the Minutes of the Work Session of Mayor and Council held on Tuesday, January 6, 2026.

Ashlee Coronado, City Clerk

- C. Approval of the Minutes of the Special Session of Mayor and Council held on Tuesday, January 13, 2026.

Ashlee Coronado, City Clerk

- D. Approval of the Reappointment of Amparo Gonzalez to the Airport Advisory Commission.

Ashlee Coronado, City Clerk

- E. Approval of a Park, Facility and Right-of-Way Use Permit for the use of City Park for the Bisbee Anti-Folk Fest to be held Friday, March 27, 2026, through Saturday, March 28, 2026, from 12:00pm (Noon) to 11:59pm each day, Sarah Neubaum, Applicant.

Ashlee Coronado, City Clerk

- F. Approval of a Park, Facility and Right-of-Way Use Permit for the use of the City of Bisbee Higgins Hill Park facilities, including the parking spaces and restroom/shower facilities for the Desert Adventure Rally to be held Tuesday, April 7, 2026, through Sunday, April 12, 2026, Eva Rupert, Applicant.

Ashlee Coronado, City Clerk

- G. Approval of a Park, Facility and Right-of-Way Use Permit for the use of Vista Park for Night of Miracles/National Night Out on Wednesday, April 22, 2026, from 6:00pm to 9:00pm, Alma Hickman, Applicant; with a request to waive fees.



MOTION: Councilmember Skinner moved to approve Ordinance O-26-02; Amending the City Code of the City of Bisbee, Chapter 3.5 Procurement.

SECOND: Councilmember Cline

ROLL CALL VOTE:

AYES: Councilmember Damon, Skinner, Schumacher, Reynolds, Sowid, Cline and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-7 NAYS-0

## NEW BUSINESS

4. Discussion and Possible Approval of Ordinance O-26-03; Authorizing the Sale and Transfer of certain surplus city property being an unaddressed parcel located adjacent to APN 101-12-082H.  
Emanuel Stuart, City Planner

Mr. Stuart explained that at the December 16, 2025, council meeting, the council had designated the property as surplus and set a minimum acceptable bid at \$10,400. The auction was conducted, and Mr. Roupe was the successful bidder. This ordinance would authorize the sale and transfer of the property to complete the transaction.

Councilmember Skinner asked for clarification, noting he had thought the deal was completed at the auction.

Mr. Estes explained that all transfers of property must be done by ordinance, so after approving the sale and accepting the bid, they now needed to authorize the transfer through this formal process.

MOTION: Councilmember Skinner moved to approve Ordinance O-26-03; Authorizing the Sale and Transfer of certain Surplus City Property being an unaddressed parcel located adjacent to APN 101-12-082H.

SECOND: Councilmember Cline

ROLL CALL VOTE:

AYES: Councilmember Damon, Skinner, Schumacher, Reynolds, Sowid, Cline and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-7 NAYS-0

5. Discussion and Possible Approval of the contract amendment #2 of Professional Services Agreement with Westland Engineering & Environmental Services.  
Matthew Gurney, Public Works Director

Mr. Gurney presented a contract amendment for Westland Engineering and Environmental Services, which was working on the Old Bisbee sewer lateral project that has been ongoing since before 2015. The amendment would update their rate fees, as the last increase was in 2023.

Mr. Gurney explained they are breaking the project into smaller sections and creating a sample project for ADEQ to determine if they can place some lines above ground in certain locations, as Bisbee's unique terrain presents challenges for regulatory approvals.

MOTION: Councilmember Schumacher moved to approve the contract amendment #2 of the Professional Services Agreement with Westland Engineering & Environmental Services.

SECOND: Councilmember Cline

MOTION PASSED: UNANIMOUSLY

6. Discussion and Possible Approval of a Contract with ClearSpan for the Purchase and Installation of a Pre-Engineered Metal Building Package for the City of Bisbee Sanitation/Recycling Department under Sourcewell Cooperative Purchasing Contract #071223-CSS, in the amount of \$176,976.54.

Matthew Gurney, Public Works Director

Mr. Gurney requested approval to enter into a contract with ClearSpan under a Sourcewell cooperative purchasing contract for a 60' x 80' pre-engineered metal building. The project had been budgeted in the previous year but was moved to the current budget. The building would be located on city property across from the county transfer station, It would house both of the city's balers and provide covered storage for recycled materials, especially bales that can be devalued when wet from rain or snow. Mr. Gurney noted that the recycling program has operated for 20 years with inadequate facilities.

Councilmember Sowid asked about additional operational costs since they would be separate from the county facility.

Mr. Gurney confirmed those costs would be included in the next budget, noting the total budgeted amount for the project was \$215,000, with \$45,000 remaining for concrete work.

Mr. Gurney mentioned that the concrete pad would likely be constructed by city staff to save money. He also informed the Council that there are now cardboard recycling dumpsters in Old Bisbee, with plans to place more throughout town. Mr. Gurney noted that many people from outside city limits purchase recycling vouchers to use Bisbee's recycling services, as it's one of the few recycling operations in the region.

MOTION: Councilmember Cline moved to approve a contract with ClearSpan for the purchase and installation of a 60' x 80' pre-engineered metal building under Sourcewell Cooperative Purchasing in the amount of \$176,976.54.

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

7. Discussion and Possible Approval to have RH Borden complete an Acoustic Assessment of the remaining sewer line pipes utilizing SL-RAT.

Matthew Gurney, Public Works Director

Mr. Gurney explained that RH Borden uses equipment that sends sound waves through sewer pipes to detect blockages or breaks. The process involves placing equipment in manholes to detect issues in the pipes between them. They had previously completed most of the town in 2024, and this would finish the remaining sections.

The acoustic assessment also includes manhole inspections and provides all data on a GIS system, which gives the city its first comprehensive mapping of the sewer system.

The assessment has already helped identify several collapsed pipes and issues with rainwater infiltration. In some areas, over 100 gallons per minute of rainwater entered the system during rain events.

Mr. Gurney noted that following this assessment, he plans to put out a bid for CCTV, scanning the entire Old Bisbee collection system to get a more detailed view of problem areas. This would help prioritize repairs to prevent overflows into Mill Gulch.

MOTION: Councilmember Reynolds moved to approve having RH Borden complete the acoustic assessment.

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

8. Discussion and Possible Approval for the Bisbee Arts Commission to pay Luke Oldfield in the amount of \$100.00 for the delivery and operation of support structure for the kids New Year's Eve ball drop.

Karen Schumacher, Bisbee Arts Commission Liaison

Councilmember Schumacher explained that there were a few lingering costs from the New Year's Eve events. The Arts Commission held two New Year's Eve celebrations, including one for children at 9:00 PM at Jonquil. Luke Oldfield provided support for the children's ball drop. Schumacher noted that these funds come from money raised by the Arts Commission.

MOTION: Councilmember Skinner moved to approve the Bisbee Arts Commission to pay Luke Goldfield in the amount of \$100 for the delivery and operation of support structure for the kids New Year's Eve ball drop.

SECOND: Councilmember Cline

MOTION PASSED: UNANIMOUSLY

9. Discussion and Possible Approval for the Bisbee Arts Commission to pay Rene Johnson in the amount of \$250.00 for the subwoofer and wash lights delivery and rental for the Flam Chen NYE Performance.

Karen Schumacher, Bisbee Arts Commission Liaison

Councilmember Schumacher explained this was the last expense from the New Year's Eve events, covering the subwoofer and wash lights for the Flam Chen performance. She reiterated that these funds come from money raised by the Arts Commission.

MOTION: Councilmember Reynolds moved to approve the Bisbee Arts Commission to pay Rene Johnson in the amount of \$250.00 for the subwoofer and wash lights delivery and rental for the Flam Chen NYE Performance.

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

10. Discussion and Possible Approval of a recommendation from the Bisbee Arts Commission to fund a grant application for Bruce Syrett in the amount of \$500.00 from the Bisbee Arts Commission Fund.

Karen Schumacher, Bisbee Arts Commission Liaison

Councilmember Schumacher presented the grant application from Bruce Syrett for a Bisbee Dark Skies show, noting that one of the artists is Steve Pauken. The \$500 would be used to enlarge their work and install it for a show featuring dark skies images. She mentioned that the show would open on February 14th at the Carriage House Gallery in Warren.

MOTION: Councilmember Sowid moved to approve the Bisbee Arts Commission to fund a grant application for Bruce Syrett in the amount of \$500.00 from the Bisbee Arts Commission Fund.

SECOND: Councilmember Skinner

MOTION PASSED: UNANIMOUSLY

11. Discussion and Possible Direction related to a Destination Marketing Organization Contract with Bisbee Forward and Possible Approval of a Notice of Solicitation for a Destination Marketing Organization.

Ken Budge, Mayor

Mayor Budge explained that this agenda item had two parts. The first was to rescind the previous offer to Bisbee Forward to negotiate a Destination Marketing Organization (DMO) contract. He explained that he had made a mistake in offering this without following proper procurement procedures, as city code 3.5.4 requires expenditures over \$5,000 to go through a formal process.

Mayor Budge took ownership of the error, explaining that he had initially suggested that Bisbee Forward become the city's full DMO rather than just an advisory group. However, upon review, the city attorney determined they needed to follow proper procurement procedures.

During public comment, several speakers addressed the issue. Beth Morehouse suggested creating an oversight committee of stakeholders for any DMO. Sarah Prochnau from Bisbee Forward expressed disappointment with the process and questioned the language in the RFP. Cynthia Conroy spoke about the city's long history of successful tourism efforts. Liza Kovach emphasized the urgency of addressing declining tourism revenue, noting the \$500,000 shortfall and the importance of tourism dollars to local businesses.

Mayor Budge addressed the financial concerns, stating that according to December financials, the city was actually \$200,000 ahead in revenue compared to the previous year, though tourism revenue was down.

MOTION: Mayor Budge moved to rescind the offer to Bisbee Forward.

SECOND: Councilmember Skinner MOTION PASSED: UNANIMOUSLY

Council then discussed the second part—whether to approve a notice of solicitation for a DMO. Several council members, including Reynolds and Schumacher, suggested holding a work session before issuing the RFP to better determine what the city wanted from a DMO.

MOTION: Councilmember Schumacher moved to send the notice of solicitation to a work session for further discussion.

SECOND: Councilmember Sowid

MOTION PASSED: 6/1 (Budge)

12. Discussion and possible Direction related to the acquisition of the Fair Building.

Ken Budge, Mayor

Mayor Budge introduced the potential acquisition of the Fair Building, explaining that city staff had conducted preliminary inspections of the building, including assessments by the building inspector, fire inspector, an on-call engineer, and their architect. A report from the building inspector listed only minor issues such as hanging fire extinguishers and replacing some electrical receptacles.

Mayor Budge noted that the roof was in good condition and the building had new air conditioning and heating. Some work would be needed on windows and stairwells, but nothing major. The Finance Director had prepared a budget showing that operating a visitor center would cost about \$112,000 per year, with an additional \$15,000 in utilities if moved to the Fair Building.

Doug Dunn, Vice President of the Restoration Museum, explained that he had initiated discussions about potentially deeding the Fair Building to the city for use as a visitor center. Built in 1902 and designed by Frederick Urst, the building was on the National Historic Sites Register. The museum's board of directors had encouraged him to move forward with this proposal.

Mr. Dunn detailed recent improvements to the building, including updated HVAC, an ADA-compliant restroom, and completely updated electrical systems. He also mentioned that the museum currently collects \$50-100 per day in admissions and owns nine parking spaces that could generate income. The proposal would dedicate a 14' by 42' area on the left side of the building for a visitor center, which would operate alongside the museum.

During public comment, Amy Burkert expressed concern about taking on another historic building when the Copper Queen Library building needs significant repairs. Fred Miller opposed the acquisition, noting that the city already owns 170 properties, including at least 15 substantial buildings, and arguing that bed tax money should be used for bringing visitors to Bisbee, not building maintenance. Cynthia Conroy supported the acquisition, citing the building's valuable location on Main Street and the services it could provide to visitors.

**MOTION:** Mayor Budge moved to proceed with negotiations with the Restoration Museum board to draw up a contract for potential transfer, conduct additional inspections including a sewer scope, and bring all information back to council for a final decision.

**SECOND:** Councilmember Damon

**MOTION PASSED:** 6/1 (Schumacher)

The council discussed the need for a structural engineer's assessment and clarification about ownership, with City Attorney Estes explaining that the city would want both a deed transferring ownership and a lease agreement specifying the museum's continued use of parts of the building.

### 13. City Manager's Report:

- Interim City Manager Ashlee Coronado announced that the Moon Canyon project would start on February 2. The project will turn the intersection into a four-way stop and involve partial closure of the bridge, with one half remaining open for traffic in both directions. ADOT will create a page for updates on the project's status.

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.):

Mayor Budge stated that, as there was nothing else before this Council this meeting was adjourned.

ADJOURNMENT: 9:32PM

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Ken Budge, Mayor



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

DATE ACTION SUBMITTED: January 16, 2026

REGULAR                   CONSENT

TYPE OF ACTION:

RESOLUTION           ORDINANCE           FORMAL ACTION           OTHER

SUBJECT: **Approval of the Appointment of Lora Bateman to the Charter Review Committee**

FROM:          **Nina Williams, Deputy City Clerk**

RECOMMENDATION:          **Approve**

PROPOSED MOTION:          **I move to approve the Appointment of Lora Bateman to the Charter Review Committee.**

**DISCUSSION:**

**Ms. Bateman has submitted her application to serve on the Charter Review Committee for WARD III.**

FISCAL IMPACT:          N/A

DEPARTMENT LINE-ITEM ACCOUNT:          N/A

BALANCE IN LINE ITEM IF APPROVED:          N/A

Prepared by: *Nina Williams*  
Nina Williams  
Deputy City Clerk

Reviewed by: *Ashlee Coronado*  
Ashlee Coronado  
City Clerk



BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

RECEIVED

Date of Application: 1/15/26

JAN 15 2026

City Clerk's Office
City of Bisbee

\* Board interested to serve:

Table with 3 columns and 6 rows of checkboxes for various committees like Airport Advisory Commission, Charter Review Committee, Civil Service Commission, etc.

\* Complete One (1) Application for each Board / Commission you wish to serve.

Bateman Lora W.

Last Name First Name Middle Initial

Mailing Address Number Street City State Zip Code

Residential Street Address: same

Telephone Number(s):

Email Address:

\* I have been a resident of Bisbee for 10 years \* Are you currently on any Boards? NO

(Less than one-year residency or serve on more than one City of Bisbee Board or Commission, please complete Waiver Portion of this Form)

Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates

Employed): Owner/operator Whittington Equine Marketing Group, B.A. T.V./Radio News, Masters Liberal Learning

Please provide a brief summary of Civic/Volunteer Experience:

10 years Marietta Noon Lions Club

**Other Background Information Relevant to Serving in this Position:**

*I have the time and inclination to get more involved in my community.*

**I am qualified and interested in serving on this Board because:**

*I am becoming more curious about the inner workings of my local government.*

**Have you ever been convicted of a felony or misdemeanor by any court, or do you have any pending criminal charges against you?  Yes  No** If yes, please Explain: \_\_\_\_\_

**WAIVER REQUEST (If Applicable):**

I am requesting that the following rule(s) be waived in order to serve on the Commission:

- \_\_\_\_\_ Residency Requirement (Bisbee Resident for less than 1 year)
- \_\_\_\_\_ Length of Service (I have served \_\_\_\_\_ terms)
- \_\_\_\_\_ Number of Commission Memberships currently served. I also serve on the: \_\_\_\_\_

I am requesting this/these waivers for the following reasons for consideration:

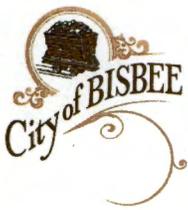
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from volunteer work with the City of Bisbee. I understand that the Mayor and Members of the Council must approve any waiver request.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**When complete, please return to:**  
City Clerk Office 118 Arizona Street, Bisbee, AZ 85603

**E-mail:** [acoronado@bisbeeaz.gov](mailto:acoronado@bisbeeaz.gov)  
[nwilliams@bisbeeaz.gov](mailto:nwilliams@bisbeeaz.gov)



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

DATE ACTION SUBMITTED: January 16, 2026

REGULAR                   CONSENT

TYPE OF ACTION:

RESOLUTION     ORDINANCE     FORMAL ACTION     OTHER

SUBJECT: **Approval of the Appointment of Darrell Dixon to the Charter Review Committee**

FROM:            **Nina Williams, Deputy City Clerk**

RECOMMENDATION:            **Approve**

PROPOSED MOTION:            **I move to approve the Appointment of Darrell Dixon to the Charter Review Committee.**

**DISCUSSION:**

**Mr. Dixon has submitted his application to serve on the Charter Review Committee for WARD III.**

**FISCAL IMPACT:**            **N/A**

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

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

Prepared by: *Nina Williams*  
**Nina Williams**  
**Deputy City Clerk**

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



# BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

Date of Application: 01/16/2026

**\* Board interested to serve:**

<input type="checkbox"/> Airport Advisory Commission	<input checked="" type="checkbox"/> Charter Review Committee	<input type="checkbox"/> Civil Service Commission
<input type="checkbox"/> Building Advisory Board of Appeals	<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Evergreen Cemetery Committee
<input type="checkbox"/> Library Advisory Board	<input type="checkbox"/> Parks and Recreation Committee	<input type="checkbox"/> Planning and Zoning Commission
<input type="checkbox"/> Police and Fire Advisory Committee	<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Transit Advisory Committee
<input type="checkbox"/> Bisbee Arts Commission	<input type="checkbox"/> Board of Adjustment	

*\*Complete One (1) Application for each Board / Commission you wish to serve.*

Dixon	Darrell	L
Last Name	First Name	Middle Initial

[Redacted]		Bisbee	AZ	85603	
Mailing Address	Number	Street	City	State	Zip Code

Residential Street Address: [Redacted]

Telephone Number(s): [Redacted]

Email Address: [Redacted]

\* I have been a resident of Bisbee for 32 years \* Are you currently on any Boards? No  
*\* (Less than one-year residency or serve on more than one City of Bisbee Board or Commission, please complete Waiver Portion of this Form)*

**Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates Employed):** I am a licensed massage therapist; until recently I was a home renovator, carpenter, tile setter  
8 years owner operator of The High Desert Inn, hotel and restaurant in Old Bisbee 1992-2001  
I completed the education/certification to receive my Journeyman Carpenter status

**Please provide a brief summary of Civic/Volunteer Experience:**  
I participated annually with Christmas in April, now Step Up Bisbee-Naco  
Assisted in planting projects with Bisbee Bloomers  
15 year volunteer at the St. John's Thanksgiving dinner

**Other Background Information Relevant to Serving in this Position:**

My education to receive my journeyman's card included many courses on building codes and regulations. I continued to follow changes in the rules and statutes, under the code and Design Review rules as I did home renovations.

**I am qualified and interested in serving on this Board because:**

As I now have more free time, I would like to serve on this committee as it is at the heart of our city. I believe all documents do well to be reviewed and possibly updated by the citizens in this case to insure it remains current and relevant.

**Have you ever been convicted of a felony or misdemeanor by any court, or do you have any pending criminal charges against you?**  Yes  No **If yes, please Explain:**

**WAIVER REQUEST (If Applicable):**

I am requesting that the following rule(s) be waived in order to serve on the Commission:

- \_\_\_\_\_ Residency Requirement (Bisbee Resident for less than 1 year)
- \_\_\_\_\_ Length of Service (I have served \_\_\_\_\_ terms)
- \_\_\_\_\_ Number of Commission Memberships currently served. I also serve on the: \_\_\_\_\_

I am requesting this/these waivers for the following reasons for consideration:

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from volunteer work with the City of Bisbee. I understand that the Mayor and Members of the Council must approve any waiver request.

Signature: Darrell L. Dixon Date: 01/16/2026

When complete, please return to:  
City Clerk Office 118 Arizona Street, Bisbee, AZ 85603

E-mail: [acoronado@bisbeeaz.gov](mailto:acoronado@bisbeeaz.gov)  
[nwilliams@bisbeeaz.gov](mailto:nwilliams@bisbeeaz.gov)



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

**DATE ACTION SUBMITTED:** January 16, 2026

**REGULAR**                       **CONSENT**

**TYPE OF ACTION:**

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

**SUBJECT:**    Approval of the Appointment of Margaret Hartnett to the Charter Review Committee

**FROM:**            Nina Williams, Deputy City Clerk

**RECOMMENDATION:**            Approve

**PROPOSED MOTION:**            I move to approve the Appointment of Margaret Hartnett to the Charter Review Committee.

**DISCUSSION:**

Ms. Hartnett has submitted her application to serve on the Charter Review Committee for WARD III.

**FISCAL IMPACT:**            N/A

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

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

**Prepared by:** *Nina Williams*  
Nina Williams  
Deputy City Clerk

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



## BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

Date of Application: 01/16/2026

**\* Board interested to serve:**

<input type="checkbox"/> Airport Advisory Commission	<input checked="" type="checkbox"/> Charter Review Committee	<input type="checkbox"/> Civil Service Commission
<input type="checkbox"/> Building Advisory Board of Appeals	<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Evergreen Cemetery Committee
<input type="checkbox"/> Library Advisory Board	<input type="checkbox"/> Parks and Recreation Committee	<input type="checkbox"/> Planning and Zoning Commission
<input type="checkbox"/> Police and Fire Advisory Committee	<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Transit Advisory Committee
<input type="checkbox"/> Bisbee Arts Commission	<input type="checkbox"/> Board of Adjustment	

*\* Complete One (1) Application for each Board / Commission you wish to serve.*

Hartnett	Margaret	A
Last Name	First Name	Middle Initial
[REDACTED]	Bisbee	AZ
Mailing Address	Number	Street
	City	State
		Zip Code
		85603

Residential Street Address: [REDACTED]

Telephone Number(s): [REDACTED]

Email Address: [REDACTED]

\* I have been a resident of Bisbee for 33 years \* Are you currently on any Boards? No  
 \* (Less than one-year residency or serve on more than one City of Bisbee Board or Commission, please complete Waiver Portion of this Form)

**Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates**

**Employed):** Currently mostly retired, I am a licensed Medicare Advisor and insurance plan agent, 16 yrs  
Previous: 17 years with CCHCI in Bisbee and SV 1994-2021, vendor at Bisbee Farmers Market for 9 years  
2 years with the Bisbee Mining Museum as Collections Manager 2001-2004  
8 years owner operator of The High Desert Inn, boutique hotel and restaurant in Old Bisbee 1992-2001

**Please provide a brief summary of Civic/Volunteer Experience:**

Many terms on the city Parks and Recreation Board, mostly in the 90s, Initial member of the Evergreen Cemetery Committee, 1 term Judicial Review Committee, Founding member of Bisbee Bloomers  
15 year volunteer cook for the St. John's Thanksgiving dinner

**Other Background Information Relevant to Serving in this Position:**

From 1984 to 1992 I was the editor of a small economics quarterly so I know how to read dense documents

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**I am qualified and interested in serving on this Board because:**

My education background was in linguistics and journalism so I am trained in the importance of not only what is said and written but the importance of how that information is conveyed to a broad diverse population. Making foundational documents easily accessible to the general public is of vital importance

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**Have you ever been convicted of a felony or misdemeanor by any court, or do you have any pending criminal charges against you?**  Yes  No **If yes, please Explain:** \_\_\_\_\_

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**WAIVER REQUEST (if Applicable):**

I am requesting that the following rule(s) be waived in order to serve on the Commission:

- \_\_\_\_\_ Residency Requirement (Bisbee Resident for less than 1 year)
- \_\_\_\_\_ Length of Service (I have served \_\_\_\_\_ terms)
- \_\_\_\_\_ Number of Commission Memberships currently served. I also serve on the:  
\_\_\_\_\_  
\_\_\_\_\_

I am requesting this/these waivers for the following reasons for consideration:

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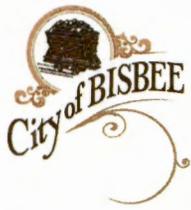
I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from volunteer work with the City of Bisbee. I understand that the Mayor and Members of the Council must approve any waiver request.

Signature: Margaret Hartnett

Date: 01/16/2026

When complete, please return to:  
City Clerk Office 118 Arizona Street, Bisbee, AZ 85603

E-mail: [acoronado@bisbeeaz.gov](mailto:acoronado@bisbeeaz.gov)  
[nwilliams@bisbeeaz.gov](mailto:nwilliams@bisbeeaz.gov)



**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: February 3, 2026**

Regular    Special

**DATE ACTION SUBMITTED:** January 23, 2026

**REGULAR**                       **CONSENT**

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

**SUBJECT:** Approval of the Appointment of Margaret Sowid to the Charter Review Committee

**FROM:**            Nina Williams, Deputy City Clerk

**RECOMMENDATION:**            Approve

**PROPOSED MOTION:**            I move to approve the Appointment of Margaret Sowid to the Charter Review Committee.

**DISCUSSION:**

Ms. Sowid has submitted her application to serve on the Charter Review Committee for WARD II.

**FISCAL IMPACT:**            N/A

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

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

**Prepared by:** *Nina Williams*  
Nina Williams  
Deputy City Clerk

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



# BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

RECEIVED

Date of Application: January 20, 2024

JAN 20 2026

City Clerk's Office  
City of Bisbee

\* Board interested to serve:

<input type="checkbox"/> Airport Advisory Commission	<input checked="" type="checkbox"/> Charter Review Committee	<input type="checkbox"/> Civil Service Commission
<input type="checkbox"/> Building Advisory Board of Appeals	<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Evergreen Cemetery Committee
<input type="checkbox"/> Library Advisory Board	<input type="checkbox"/> Parks and Recreation Committee	<input type="checkbox"/> Planning and Zoning Commission
<input type="checkbox"/> Police and Fire Advisory Committee	<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Transit Advisory Committee
<input type="checkbox"/> Bisbee Arts Commission	<input type="checkbox"/> Board of Adjustment	

\*Complete One (1) Application for each Board / Commission you wish to serve.

Sowid

Margaret

R

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Number: \_\_\_\_\_ Street: Bisbee City: \_\_\_\_\_ State: AZ Zip Code: 85603

Residential Street Address: same

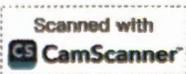
Telephone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

\* I have been a resident of Bisbee for 20+ years \* Are you currently on any Boards? NO  
 \*(Less than one-year residency or serve on more than one City of Bisbee Board or Commission, please complete Waiver Portion of this Form)

Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates Employed): Bachelor of Science Nursing Registered Nurse (Ret)  
- last employer: BRIGHT STAR home health  
- Legacy Home health  
- Cochise County Health Dept.

Please provide a brief summary of Civic/Volunteer Experience:  
NONE



**Other Background Information Relevant to Serving in this Position:**

Professional experience in managing  
complex situations in a variety  
of roles & settings.

**I am qualified and interested in serving on this Board because:**

I have good communication skills.

Have you ever been convicted of a felony or misdemeanor by any court, or do you have any pending criminal charges against you?  Yes  No If yes, please Explain:

**WAIVER REQUEST (If Applicable):**

I am requesting that the following rule(s) be waived in order to serve on the Commission:

- Residency Requirement (Bisbee Resident for less than 1 year)
- Length of Service (I have served \_\_\_\_\_ terms)
- Number of Commission Memberships currently served. I also serve on the:

I am requesting this/these waivers for the following reasons for consideration:

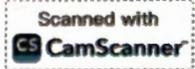
N/A

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from volunteer work with the City of Bisbee. I understand that the Mayor and Members of the Council must approve any waiver request.

Signature: Margaret Henson Date: 01/20/2026

When complete, please return to:  
City Clerk Office 118 Arizona Street, Bisbee, AZ 85603

E-mail: [acoronado@bisbeeaz.gov](mailto:acoronado@bisbeeaz.gov)  
[nwilliams@bisbeeaz.gov](mailto:nwilliams@bisbeeaz.gov)





**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: February 3, 2026**

Regular     Special

DATE ACTION SUBMITTED: <u>January 23, 2026</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: <b>Approval of the Appointment of Melanie Greene to the Transit Advisory Committee.</b>	

**FROM:**        Nina Williams, Deputy City Clerk

**RECOMMENDATION:**        Approve

**PROPOSED MOTION:**        I move to approve the appointment of Melanie Greene to the Transit Advisory Committee.

**DISCUSSION:**

Ms. Greene has submitted her application for appointment to the Transit Advisory Committee as the Local Business member.

If approved, Ms. Greene will serve on the Transit Advisory Committee from February 4, 2026, to January 15, 2029.

**FISCAL IMPACT:**        N/A

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

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

**Prepared by:** *Nina Williams*  
Nina Williams,  
Deputy City Clerk

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



**Other Background Information Relevant to Serving in this Position:**

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**I am qualified and interested in serving on this Board because:**

I am interested in following the restructuring of the system and making sure its sustainable.

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**Have you ever been convicted of a felony or misdemeanor by any court, or do you have any pending criminal charges against you?  Yes  No If yes, please Explain:** \_\_\_\_\_

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**WAIVER REQUEST (If Applicable):**

I am requesting that the following rule(s) be waived in order to serve on the Commission:

- \_\_\_\_\_ Residency Requirement (Bisbee Resident for less than 1 year)
- \_\_\_\_\_ Length of Service (I have served \_\_\_\_\_ terms)
- \_\_\_\_\_ Number of Commission Memberships currently served. I also serve on the: \_\_\_\_\_

I am requesting this/these waivers for the following reasons for consideration:

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**I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from volunteer work with the City of Bisbee. I understand that the Mayor and Members of the Council must approve any waiver request.**

Signature:  Date: 1-13-26

When complete, please return to:  
City Clerk Office 118 Arizona Street, Bisbee, AZ 85603

E-mail: [acoronado@bisbeeaz.gov](mailto:acoronado@bisbeeaz.gov)  
[nwilliams@bisbeeaz.gov](mailto:nwilliams@bisbeeaz.gov)



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

DATE ACTION SUBMITTED: January 16, 2026

REGULAR                   CONSENT

TYPE OF ACTION:  
RESOLUTION     ORDINANCE     FORMAL ACTION     OTHER

SUBJECT: **Approval of the Appointment of Julie Turek to the Transit Advisory Committee.**

FROM:            Nina Williams, Deputy City Clerk

RECOMMENDATION:            Approve

PROPOSED MOTION:            I move to approve the appointment of Julie Turek to the Transit Advisory Committee.

**DISCUSSION:**

Ms. Turek has submitted her application for appointment to the Transit Advisory Committee as the Bisbee Citizen member.

If approved, Ms. Turek will serve on the Transit Advisory Committee from February 4, 2026, to January 15, 2029.

FISCAL IMPACT:            N/A

DEPARTMENT LINE-ITEM ACCOUNT:            N/A

BALANCE IN LINE ITEM IF APPROVED:            N/A

Prepared by: *Nina Williams*  
Nina Williams,  
Deputy City Clerk

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



**Other Background Information Relevant to Serving in this Position:**

I myself have issues with low vision (and other health issues that give me perspective regarding challenges to access). I would like to be able to attend night events but cannot due to being unable to drive after dark. No public transit runs after 8 pm. The disabled are in essence discriminated against by bus

**I am qualified and interested in serving on this Board because:**

I have already served on a board, although admittedly, not often enough to know everything regarding government and their rules/laws, and so I would like to learn more. I am a Bisbee resident and care about this community.

**Have you ever been convicted of a felony or misdemeanor by any court, or do you have any pending criminal charges against you?  Yes  No If yes, please Explain:** \_\_\_\_\_

**WAIVER REQUEST (If Applicable):**

I am requesting that the following rule(s) be waived in order to serve on the Commission:

- \_\_\_\_\_ Residency Requirement (Bisbee Resident for less than 1 year)
- \_\_\_\_\_ Length of Service (I have served \_\_\_\_\_ terms)
- \_\_\_\_\_ Number of Commission Memberships currently served. I also serve on the: \_\_\_\_\_

I am requesting this/these waivers for the following reasons for consideration:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from volunteer work with the City of Bisbee. I understand that the Mayor and Members of the Council must approve any waiver request.**

**Signature:** Julie Turek **Date:** Jan 14 2026

**When complete, please return to:**  
City Clerk Office 118 Arizona Street, Bisbee, AZ 85603

**E-mail:** [acoronado@bisbeeaz.gov](mailto:acoronado@bisbeeaz.gov)  
[nwilliams@bisbeeaz.gov](mailto:nwilliams@bisbeeaz.gov)



**REQUEST FOR MAYOR & COUNCIL ACTION**

**Session of: February 3, 2026**

Regular    Special

**DATE ACTION SUBMITTED:**    January 28, 2026

**REGULAR**                          **CONSENT**   

**TYPE OF ACTION:**

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

**SUBJECT:**    **Acceptance of the Resignation of Cheri Chase from the Airport Advisory Commission.**

**FROM:**            **Nina Williams, Deputy City Clerk**

**RECOMMENDATION:**            **Approve**

**PROPOSED MOTION:**            **I move to accept the resignation of Cheri Chase from the Airport Advisory Commission.**

**DISCUSSION:**

**On January 28, 2026, Ms. Chase contacted the Clerk’s office and resigned from the Airport Advisory Commission.**

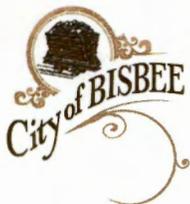
**FISCAL IMPACT:**

**DEPARTMENT LINE-ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

**Prepared by:**    *Nina Williams*  
**Nina Williams,**  
**Deputy City Clerk**

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



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

**DATE ACTION SUBMITTED:** January 2, 2026

**REGULAR**             **CONSENT**

**TYPE OF ACTION:**

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

**SUBJECT:** Approval of a Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Saturday, March 28, 2026, from 9:00am to 9:00pm; Meggen Connolley, Applicant.

**FROM:** Nina Williams, Deputy City Clerk

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

**PROPOSED MOTION:** I move to approve the Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Saturday, March 28, 2026, from 9:00am to 9:00pm; Meggen Connolley, Applicant.

**DISCUSSION:** Ms. Meggen Connolley has requested approval of a Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Saturday, March 28, 2026, from 9:00am to 9:00pm.

Ms. Connolley has indicated that there will be two (2) security personnel, and the boundary for the event will be the fully enclosed yard and entirely contained. "No Alcohol Beyond this Point" and "No Outside Alcohol" signs at entrance / exit.

**FISCAL IMPACT:** N/A

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

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

**Prepared by:** *Nina Williams*  
Nina Williams,  
Deputy City Clerk

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

Attn: Bisbee City Council  
Re: Pedal Power Fest — March 28, 2026 Special Event

Dear Bisbee City Council,

Thank you for taking the time to review this notification regarding the upcoming Pedal Power Fest to be held on March 28, 2026 at the Jonquil in Old Bisbee.

Pedal Power Fest is an annual family-friendly community event hosted by Bisbee Bikeways, a local 501(c)(3) nonprofit organization whose mission is to create safer streets, improve connectivity between neighborhoods, and support the long-term economic vitality of Bisbee through bike and pedestrian infrastructure.

As in previous years, this event will bring together residents and visitors for a day of music, food, art, and interactive activities centered around bicycles, sustainability, and community engagement.

This year's event will feature Southern Arizona's first bike-powered concert, along with pedal-powered smoothie and spin art stations, bouncy house and other activities for children, and local food vendors.

Many thanks for your time and consideration, and we hope that you will join us at this fun event!

Sincerely,

Meggen Connolley  
Bisbee Bikeways  
bisbeebikeways@gmail.com  
bisbeebikeways.com



Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

DLLC USE ONLY

Job #:
Date Accepted:
LC:
License #:

SPECIAL EVENT LICENSE
APPLICATION FEE \$25.00 PER DAY

MUST be submitted to the Department of Liquor 10 days prior to the event.

SECTION 1

Name of Non-Profit Organization, Candidate or Political Party: Ecotopia

If the event will be held on an unlicensed premises, it MUST be approved and signed by the Local Governing Body Before submitting to the Arizona Department of Liquor.

LOCAL GOVERNING BODY

Date Received: 1-28-2026
I, Government Official Title APPROVAL DISAPPROVAL
On behalf of City, Town, County Signature Date

SECTION 2

Will the event be at a location with a current liquor license and within the approved and licensed area?

Yes No (if no skip to section 3)

If yes, MUST attach a letter of explanation/permission/suspension from the licensed location and choose ONE option below.

Name of Licensed Location Liquor License Number

- Suspend license for the duration of the Special Event; Licensee selling all alcohol without retailer involvement. Letter of suspension required.
Dispense and serve all spirituous liquors under retailer's license - Business operates normally, minimum of 25% of gross revenue from alcohol sales will be donated to licensee. Letter of permission required.
Dispense and serve all spirituous liquors under special event - The special event licensee is in charge of selling alcohol that was purchased or donated by the special event licensee. The retailers existing alcohol inventory must be kept separate from any alcohol used during the special event. Letter of suspension required.
Split premises between special event and licensed location - Both the special event licensee and the licensed location will conduct sales of alcohol. (These sales must be done in separate areas. If alcohol is donated or purchased by the special event licensee, it must be in a separate area from the alcohol that is dispensed by the licensed location.) Letter of explanation and permission required.
Off Sale only - Wine/Distilled Spirits Pull, Live or Silent Auctions - Retailer will be permitted to conduct all normal sales and service of alcohol. Letter of permission required.

### SECTION 3

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

1. Applicant: Connolley Meggen Anne  
Last First Middle
2. Applicant's mailing address: 27 Manulito Trail Bisbee AZ 85603  
Street City State Zip
3. Applicants home/cell phone: 917-660-4681 Non-profit organization phone: 917-660-4681
4. Applicant's email address: bisbeebikeways@gmail.com
5. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?  
 Yes (if yes, attach letter of explanation)  No

### SECTION 4

1. Name of non-profit organization: Ecotopia DBA Bisbee Bikeways
2. Non-Profit/IRS Tax Exempt Number: 30-0654896 Arizona Corporation Commission File #: 16146140  
**Required** **Required**
3. If Out Of State, specify State (Attach letter of good standing): \_\_\_\_\_
4. Special Event Name: Pedal Power Fest

### SECTION 5

5. Event Location Name: The Jonquil Motel
6. Event Address: 317 Tombstone Canyon, Bisbee, AZ 85603

### SECTION 6

**Must list type of security and control measures will you take to prevent violations of liquor laws at this event.**

\_\_\_\_\_ Number of Police 2 \_\_\_\_\_ Number of Security Personnel  Fencing  Barriers

**Must** explain security measures: The boundary for the event will be the fully enclosed yard, entirely contain  
"NO ALCOHOL BEYOND THIS POINT" and "NO OUTSIDE ALCOHOL" signs at entrance/exit and F

1. How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?  
Check one of the following boxes. (R-19-318)

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

2. How many special event days have already been issued to this organization during the current year? 0

**SECTION 7**

**Dates and Hours of Event - Days must be consecutive and may not exceed 10 days per year.**

DAYS	DATE	DAY OF WEEK	EVENT START TIME AM/PM	EVENT END TIME AM/PM
DAY 1	March 28th, 2026	Saturday	9:00 AM	9:00 PM
DAY 2				
DAY 3				
DAY 4				
DAY 5				
DAY 6				
DAY 7				
DAY 8				
DAY 9				
DAY 10				

**SECTION 8**

1. Is the Organization using the services of a DLLC approved Special Event Contractor from the list on our website?

Yes  No If yes, please provide the Name of the Special Event Contractor: Eva Rupert

Special Event Contractor Signature: 

2. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol? (Licensees who hold a series 6, 7, 11, or 12 license are automatically qualified to be a special event contractor)

Yes  No if yes, Name of Licensee: \_\_\_\_\_ Liquor License #: \_\_\_\_\_

3. List the name of the Organization/individual that will receive revenues:

**MUST EQUAL 100 PERCENT, APPLYING NON-PROFIT MUST RECEIVE A MINIMUM OF 25% OF THE PROCEEDS.**

Name: Ecotopia Percentage: 100

Address: 27 Manulito Trail Bisbee AZ 85603  
Street City State Zip

Name: \_\_\_\_\_ Percentage: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

**Please read A.R.S. § 4-203.02 and R19-1-205 Special event license rules and Requirements.**

## SECTION 9

**Licensed location diagram:** The licensed premises for your special event is the area in which you are authorized to sell, dispense, or serve alcoholic beverages under the provisions of your license.

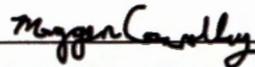


**Must attach a diagram of your special event showing the area where alcohol will be sold, served, and consumed. Must include dimensions of event area, fencing, barricades, or other control measures, and include positions of security personnel.**

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

**Declaration:**

I, (Print Name) Meggen Connolley, declare under penalty of perjury that I am authorized to submit this application. I have read the contents and to the best of my knowledge believe all statements made on this application to be true, correct, and complete.

Signature: 

## **SPECIAL EVENT DIAGRAM AND SAFETY PLAN STANDARDS**

Diagrams do not need to be overly complicated, they can be hand drawn. However, we do not accept photographs or aerial views that do not show the premises clearly. The diagram should clearly depict the special event area in relation to the entire premises.

Each diagram must include:

- Overview of the location
- The event area clearly outlined with black marker
- Where alcohol will be served/stored
- All entrances and exits
- Where security will be positioned
- Square footage of event area
- Show North, East, South, West

**Series 15 Special Event Application - Attachment**  
**317 Tombstone Canyon, Bisbee, AZ 85603**

Map Key:

-  = Jonquill Motel Backyard fully enclosed 200' x 100' with roving security throughout
-  = Liquor Serving Area
-  = Security/ID Checkpoint at Entrance/Exit





**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: February 3, 2026**

Regular    Special

**DATE ACTION SUBMITTED:** January 23, 2026

**REGULAR**                       **CONSENT**

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

**SUBJECT:** Approval of a Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Tuesday, April 7, 2026, from 2:00pm to 11:00pm, and Wednesday, April 8, 2026, through Saturday, April 11, 2026, from 11:00am to 11:00pm each day; Inna Thorn, Applicant.

**FROM:**            Nina Williams, Deputy City Clerk

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

**PROPOSED MOTION:**            I move to approve the Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Tuesday, April 7, 2026, from 2:00pm to 11:00pm, and Wednesday, April 8, 2026, through Saturday, April 11, 2026, from 11:00am to 11:00pm each day; Inna Thorn, Applicant.

**DISCUSSION:** Ms. Inna Thorn has requested approval of a Special Event Liquor License Application Submitted for an Event to be held at the Jonquil Motel on Tuesday, April 7, 2026, from 2:00pm to 11:00pm, and Wednesday, April 8, 2026, through Saturday, April 11, 2026, from 11:00am to 11:00pm each day.

Ms. Thorn has indicated that there will be two (2) security personnel, and the event boundary will be a fully enclosed yard, entirely contained by 8' walls with gate at single entrance/exit point. There will be security positioned at the entrance/exit ensuring no alcohol enters or leaves the premise. "NO ALCOHOL BEYOND THIS POINT" AND "NO OUTSIDE ALCOHOL" signs at entrance/exit and Fetal Alcohol Warning sign posted at serve area. All staff are trained in properly checking ID's and Arizona Liquor Laws.

**FISCAL IMPACT:**            N/A

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

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

**Prepared by:** *Nina Williams*  
Nina Williams,  
Deputy City Clerk

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

January 16, 2025

Attn: Bisbee City Council

Re: Jonquil Motel — Series 15 Special Event Application — April 7-12, 2026

Dear Bisbee City Council,

Thank you for taking the time to review this Series 15 Special Event License Application for the upcoming Desert Adventure Rally on April 7-12, 2026. I am sorry that I am unable to attend this council meeting for questions, but I hope this letter will answer any questions that should arise during Council review.

This will be our sixth year hosting this event at the Jonquil Motel with a Special Event License, all previous event applications have been approved by Bisbee City Council and Arizona Department of Liquor Licenses and Control.

As in previous years, we will be hosting a group for a multi-day event in the backyard of the Jonquil Motel. Event attendees stay in various lodging properties throughout Bisbee and gather at the Jonquil Motel for event announcements and drinks.

There is no planned amplified music associated with this event. The focus of this event is adventure motorcycle riding and attendees will spend their days exploring the forest roads and trails around southeastern Arizona.

Please note that actual event hours differ from those on the application to allow for event setup and takedown in compliance with Arizona state liquor laws.

The applicant on this license is the Backcountry Discovery Routes (BDR), a 501c3 non-profit organization whose mission is education and advocacy for responsible motorcycle travel. 25% of funds raised through this Special Event License will be directed through BDR and will be earmarked for donation to BDR initiatives in Cochise County.

To ensure that funds raised during this event are put to the best use and directly serve the local community, I work closely with the BDR organization to direct funds specifically to their initiatives in Southern Arizona. Please see [ridebdr.com/azbdr](http://ridebdr.com/azbdr) for more information about the BDR project in our area.

Many thanks for your time and consideration.

Sincerely,

Eva Rupert  
The Jonquil Motel  
Eva Rupert Events, LLC  
[eva@evarupert.com](mailto:eva@evarupert.com)  
cell: 203-7702447



Arizona Department of Liquor Licenses and Control  
https://www.azliquor.gov  
(602) 542-5141

**DLLC USE ONLY**

Job #:
Date Accepted:
LC:
License #:

**SPECIAL EVENT LICENSE**  
**APPLICATION FEE \$25.00 PER DAY**

**MUST be submitted to the Department of Liquor 10 days prior to the event.**

**SECTION 1**

Name of Non-Profit Organization, Candidate or Political Party: Backcountry Discovery Routes

If the event will be held on an unlicensed premises, it **MUST** be approved and signed by the Local Governing Body Before submitting to the Arizona Department of Liquor.

**LOCAL GOVERNING BODY**

Date Received: <u>1-21-2026</u>
I, _____ <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL Government Official Title
On behalf of _____ City, Town, County Signature Date

**SECTION 2**

Will the event be at a location with a current liquor license and within the approved and licensed area?

Yes  No (if no skip to section 3)

If yes, **MUST** attach a letter of explanation/permission/suspension from the licensed location and choose **ONE** option below.

Name of Licensed Location \_\_\_\_\_ Liquor License Number \_\_\_\_\_

- Suspend license for the duration of the Special Event; Licensee selling all alcohol without retailer involvement. **Letter of suspension required.**
- Dispense and serve all spirituous liquors under retailer's license – Business operates normally, minimum of 25% of gross revenue from alcohol sales will be donated to licensee. **Letter of permission required.**
- Dispense and serve all spirituous liquors under special event - The special event licensee is in charge of selling alcohol that was purchased or donated by the special event licensee. The retailers existing alcohol inventory must be kept separate from any alcohol used during the special event. **Letter of suspension required.**
- Split premises between special event and licensed location - Both the special event licensee and the licensed location will conduct sales of alcohol. (These sales must be done in separate areas. If alcohol is donated or purchased by the special event licensee, it must be in a separate area from the alcohol that is dispensed by the licensed location.) **Letter of explanation and permission required.**
- Off Sale only - Wine/Distilled Spirits Pull, Live or Silent Auctions** – Retailer will be permitted to conduct all normal sales and service of alcohol. **Letter of permission required.**

### SECTION 3

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

1. Applicant: Thorn Inna S  
Last First Middle
2. Applicant's mailing address: 3250 Airport Way S. #733 Seattle WA 98134  
Street City State Zip
3. Applicants home/cell phone: 206-383-6233 Non-profit organization phone: 206-323-2349
4. Applicant's email address: inna@ridebdr.com
5. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?  
 Yes (if yes, attach letter of explanation)  No

### SECTION 4

1. Name of non-profit organization: Backcountry Discovery Routes
2. Non-Profit/IRS Tax Exempt Number: 45-2440958 Required Arizona Corporation Commission File #: n/a - Washington Required
3. If Out Of State, specify State (Attach letter of good standing): Washington Charitable Organization
4. Special Event Name: Desert Adventure Raly

### SECTION 5

5. Event Location Name: The Jonquil Motel
6. Event Address: 317 Tombstone Canyon, Bisbee, AZ 85603

### SECTION 6

**Must list type of security and control measures will you take to prevent violations of liquor laws at this event.**

0 Number of Police 2 Number of Security Personnel  Fencing  Barriers

**Must explain security measures:** The boundary for the event will be the fully enclosed yard, entirely contained by 8' walls with gate at single entrance/exit point. There will be security positioned at the entrance/exit ensuring no alcohol enters or leaves the premise. "NO ALCOHOL BEYOND THIS POINT" and "NO OUTSIDE ALCOHOL" signs at entrance/exit and Fetal Alcohol Warning sign posted at service area. All staff and servers are trained in properly checking IDs and Arizona Liquor Laws.

1. How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?  
Check one of the following boxes. (R-19-318)

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

2. How many special event days have already been issued to this organization during the current year? 0

**SECTION 7**

**Dates and Hours of Event - Days must be consecutive and may not exceed 10 days per year.**

DAYS	DATE	DAY OF WEEK	EVENT START TIME AM/PM	EVENT END TIME AM/PM
DAY 1	April 7, 2026	Tuesday	2PM	11PM
DAY 2	April 8, 2026	Wednesday	11AM	11PM
DAY 3	April 9, 2026	Thursday	11AM	11PM
DAY 4	April 10, 2026	Friday	11AM	11PM
DAY 5	April 11, 2026	Saturday	11AM	11PM
DAY 6				
DAY 7				
DAY 8				
DAY 9				
DAY 10				

**SECTION 8**

1. Is the Organization using the services of a DLLC approved Special Event Contractor from the list on our website?

Yes  No If yes, please provide the Name of the Special Event Contractor: Eva Rupert

Special Event Contractor Signature: 

2. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?  
(Licensees who hold a series 6, 7, 11, or 12 license are automatically qualified to be a special event contractor)

Yes  No if yes, Name of Licensee: \_\_\_\_\_ Liquor License #: \_\_\_\_\_

3. List the name of the Organization/individual that will receive revenues:

**MUST EQUAL 100 PERCENT, APPLYING NON-PROFIT MUST RECEIVE A MINIMUM OF 25% OF THE PROCEEDS.**

Name: Backcountry Discovery Routes Percentage: 25%

Address: 3250 Airport Way S. #733 Seattle WA 98134  
Street City State Zip

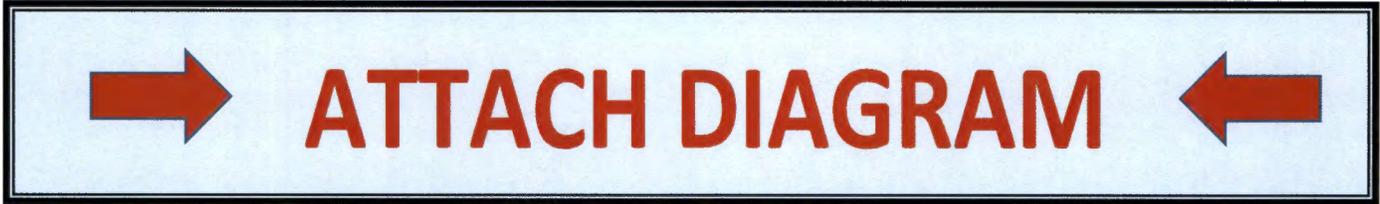
Name: The Jonquil Motel Percentage: 75%

Address: 317 Tombstone Canyon Bisbee AZ. 85603  
Street City State Zip

**Please read A.R.S. § 4-203.02 and R19-1-205 Special event license rules and Requirements.**

## SECTION 9

**Licensed location diagram:** The licensed premises for your special event is the area in which you are authorized to sell, dispense, or serve alcoholic beverages under the provisions of your license.



**Must attach a diagram of your special event showing the area where alcohol will be sold, served, and consumed. Must include dimensions of event area, fencing, barricades, or other control measures, and include positions of security personnel.**

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

**Declaration:**

I, (Print Name) Inna Thorn, declare under penalty of perjury that I am authorized to submit this application. I have read the contents and to the best of my knowledge believe all statements made on this application to be true, correct, and complete.

Signature: \_\_\_\_\_

## **SPECIAL EVENT DIAGRAM AND SAFETY PLAN STANDARDS**

Diagrams do not need to be overly complicated, they can be hand drawn. However, we do not accept photographs or aerial views that do not show the premises clearly. The diagram should clearly depict the special event area in relation to the entire premises.

Each diagram must include:

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- Square footage of event area
- Show North, East, South, West

**Series 15 Special Event Application - Attachment  
317 Tombstone Canyon, Bisbee, AZ 85603**

**Map Key:**

-  = Jonquil Motel Backyard fully enclosed 200' x 100' with roving security throughout
-  = Liquor Serving Area
-  = Security/ID Checkpoint at Entrance/Exit





Secretary of State  
*Tim Wynn*

Corporations and Charities Division  
PO Box 40234  
Olympia, WA 98504  
Tel 360.725.0378

11/12/2020

BACKCOUNTRY DISCOVERY ROUTES  
4021 AIRPORT WAY S  
SEATTLE WA 98108-5216

**Registration Number: 1138541**

**Organization Name: BACKCOUNTRY DISCOVERY ROUTES**

Dear BACKCOUNTRY DISCOVERY ROUTES,

Thank you for your recent submission. This letter is to confirm that the following documents have been received and successfully filed:

CHARITABLE ORGANIZATION RENEWAL

You can view and download your filed document(s) for no charge at our website, [www.sos.wa.gov/ccfs](http://www.sos.wa.gov/ccfs)

If you haven't already, please sign up for a user account on our website, [www.sos.wa.gov/ccfs](http://www.sos.wa.gov/ccfs) to file online, conduct searches, and receive status updates.

Additional information:

**Report any changes** to your information online at [www.sos.wa.gov/ccfs](http://www.sos.wa.gov/ccfs)

**Make sure all solicitations include the required disclosure information** as described in the Charitable Solicitations Act, RCW 19.09.100.

**Submit each commercial fundraiser contract**, also available online at [www.sos.wa.gov/ccfs](http://www.sos.wa.gov/ccfs) before fundraising begins.

**Determine if the organization is a "trustee"** as defined under the Charitable Trust Act, RCW 11.110.020. If so, it may be subject to the Act and required to register as a "charitable trust."

**Visit the Combined Fund Drive (CFD)** [www.cfd.wa.gov](http://www.cfd.wa.gov) to complete the registration process if the organization wishes to take part in the CFD.

Please contact our office at [charities@sos.wa.gov](mailto:charities@sos.wa.gov) or (360) 725-0378 if you have any questions.

Sincerely,

Corporations and Charities Division  
Office of the Secretary of State  
[www.sos.wa.gov/corps](http://www.sos.wa.gov/corps)

STATE OF ARIZONA  
DEPARTMENT OF LIQUOR LICENSES  
AND CONTROL  
ALCOHOLIC BEVERAGE LICENSE

CNTRCT  
License SEC030005586

Issue Date: 4/1/2019

Expiration Date:

Issued To:

EVA LYNNE RUPERT, Agent  
EVA RUPERT EVENTS LLC, Owner

Location:

EVA RUPERT EVENTS LLC  
2007 N WEST STREET  
FLAGSTAFF, AZ 86004  
USA

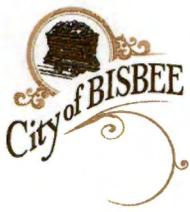


Mailing Address:

EVA LYNNE RUPERT  
EVA RUPERT EVENTS LLC  
EVA RUPERT EVENTS LLC  
2007 N WEST STREET  
FLAGSTAFF, AZ 86004  
USA



POST THIS LICENSE IN A CONSPICUOUS PLACE



**REQUEST FOR MAYOR & COUNCIL ACTION**

**Session of: February 3, 2026**

Regular     Special

**DATE ACTION SUBMITTED:** January 23, 2026

**REGULAR**                       **CONSENT**

**TYPE OF ACTION:**

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

**SUBJECT:**    **Discussion and Possible Approval of a Park Facility and Right of Way Use Permit for the use of City Park for the Bisbee Anti-Folk Fest to be held Friday, March 27, 2026, through Saturday, March 28, 2026, from 12:00pm (Noon) to 11:59pm each day, Sarah Neubaum, Applicant.**

**FROM:**            **Nina Williams, Deputy City Clerk**

**RECOMMENDATION:**            **Approve**

**PROPOSED MOTION:**            **I move to approve the Park Facility and Right of Way Use Permit for the use of City Park for the Bisbee Anti-Folk Fest to be held Friday, March 27, 2026, through Saturday, March 28, 2026, from 12:00pm (Noon) to 11:59pm each day, Sarah Neubaum, Applicant.**

**DISCUSSION:**

Ms. Sarah Neubaum has submitted a Park Facility and Right of Way Use Permit for the use of City Park for the Bisbee Anti-Folk Fest to be held Friday, March 27, 2026, through Saturday, March 28, 2026, from 12:00pm (Noon) to 11:59pm each day.

The \$50.00 refundable deposit is required.

**FISCAL IMPACT:**            **\$195.00**

**DEPARTMENT LINE-ITEM ACCOUNT:**            **10-34-10880**

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

**Prepared by:** *Nina Williams*  
**Nina Williams,**  
**Deputy City Clerk**

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



RECEIVED

DEC 18 2025

City Clerk's Office  
City of Bisbee

Public Works / Park & Recreations Department  
118 Arizona Street - Bisbee, AZ 85603-(520) 432-6002

PERMIT NO: 73-25

**City of Bisbee Park, Facility and Right-of-Way Use Permit  
Special Event License Application**

**This application must be returned to the Public Works Department no less than 45 days before the scheduled event. Application will NOT be considered without required paperwork.**

**APPLICANT INFORMATION:**

Date: 12/18/2025

Name and Title (If Applicable): Alma Hickman, COO

Organization Name (If Applicable): Alma's Little Treasures/Miracles of a Second Chance

Applicant or Organization Mailing Address 507 19th Terrace Bisbee AZ 85603

Phone: 520-266-8906 Contact Name and Phone # during event: Alma Hickman

Email Address: miraclesofasecondchance@gmail.com

Insurance: Events held on City Property are required to include a certificate of insurance of one million dollars (\$1,000,000) minimum for high risk functions and appropriate endorsements naming the City of Bisbee as additional insured. Applicant's policy is primary.

**EVENT INFORMATION:**

Event Name: Night Of Miracles/National Night Out Expected Attendance: 100 People

Event Date(s): April 22, 2026 Start Time: 6:00 pm End Time: 9:00 pm

Event Location and Address: Vista Park, Bisbee AZ

Will you be serving food? Yes  / No  If yes, a copy of the Cochise County Health Department Certificate **MUST** accompany this application otherwise this permit will not be accepted

Description of Event and Activities (If more space is needed attach a separate sheet):  
I will be having Music, Business booths, law enforcement, fire departments, and churches participate in this event to bring the community together.

I am a 501c3 Rehabilitation facility.  
Can the city Please waive the fees for this event.

**SERVICES REQUESTED FROM THE CITY OF BISBEE:**

General Electricity Access (City, Lower Vista & Grassy Parks Only) \$25.00

Band Shell (City Park) \$75.00

Generators are PERMITTED... All Jumping Castles must have insurance and generators

Beer Permit (Non-Commercial permits only) \$25.00

Police: Escorts, Security, Road Closures, Redirecting of Traffic: \$40.00 per day per vehicle+ Employee OT Rate and ERE's

<input checked="" type="checkbox"/>	Parks/ Public Works Personnel <b>\$30.00/ hr. per person</b>
<input checked="" type="checkbox"/>	Water Access- Parks <b>\$25.00</b>
<input type="checkbox"/>	No Parking Signs, access to facility/ band shell/ restrooms etc. <b>\$5.00 per sign</b> Note: Road Closed Signs/ Barriers must be supplied by Applicant.
<input type="checkbox"/>	Operations Plans <b>\$100 minimim (personnel hours including ERE's)</b>
<b>CONDITIONS APPLICANT MUST MEET THAT ARE REQUIRED BY THE CITY OF BISBEE :</b>	
<input type="checkbox"/>	<b>\$25.00 non-commercial or</b> <input type="checkbox"/> <b>\$120.00 commercial permit fee paid before permit is processed.</b>
<input type="checkbox"/>	<b>\$50.00 refundable deposit paid before permit is processed (if a check is issued, must be "Written separately from other charges) This deposit will be refunded at the completion of the event, provided that the facility has been left in the same, or better, condition as it was at the start of the event. The City will deduct from this deposit any expenses that may be incurred for cleaning or repairing the facility following the event prior to refunding any remaining balance.</b>
<input type="checkbox"/>	<b>Business License/ Special Event License fee of \$41.14 must be paid before permit is processed- where there is a promotor sub-letting booth space to vendors, the promotor will pay a fee of \$41.14 and \$6.24 per vendor per day (must be submitted prior to the event). The promotor is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promotor and all vendors via their State tax forms.</b>
<input type="checkbox"/>	<b>County Health Department Food Permit must be attached If serving food or having food vendors. Health Department can be contacted at 520-432-9400 for more information (This is not a food handler's certificate).</b>
<input type="checkbox"/>	<b>Special Event Liquor License Application submitted to the City Clerk's office – required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses &amp; Control, Phoenix Office). The Sale of or consumption of alcohol beverages must be approved by the City Council.</b>
<input checked="" type="checkbox"/>	<b>Copy of flyers or promotional material associated with this event.</b>
<b>NOTES:</b>	
1.) <b>THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.</b>	
2.) <b>NO PARTY OF MORE THAN 50 PEOPLE, MAY NOT TAKE PLACE WITHOUT THE APPROPRIATE PERMITS.</b>	
<b>TOTAL FEES:</b>	<b>TOTAL ADDED FEES:</b>
<b>TOTAL SUBMITTED:</b>	
<b>SPECIAL EVENT PERMIT AGREEMENT AND ACKNOWLEDGEMENT</b>	
<p>Applicant shall indemnify, defend, save and hold harmless the City of Bisbee and its officers, officials, agents and employees (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorney's fees, and costs of claim processing, investigation and litigation) for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused in whole or in part, by the negligent or willful acts or omissions of Applicant or any of its owners, officers, directors, agents, employees, subcontractors or invitees. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of Applicant to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by Applicant from and against any and all claims. It is agreed that Applicant will be responsible for primary loss investigation, defense and judgement costs where this indemnification is applicable. In consideration of permission to hold the event, Applicant agrees to waive all rights of subrogation against the City, its officers, officials, agents and employees for losses arising out of or resulting from the event. The City reserves the right to refuse installation of amusements or facilities that violate safety regulations. If Applicant is acting on behalf of an organization, Applicant certifies that he/she is an authorized officer of the Applicant or the agent of the organization, is</p>	

73-25

acting on the organization's behalf, and is duly authorized to execute this Agreement and Acknowledgement on the organization's behalf. Applicant further certifies that he/she has read and understands all the terms of this Agreement and Acknowledgement, agrees that the Applicant shall be bound by its terms and conditions, and is of lawful age and legally competent to sign this Agreement and Acknowledgement. The City's issuance of a special event permit shall constitute a written agreement or contract between the City and Applicant for purposes of insurance requirements. Applicant agrees to the payment of all non-refundable and refundable fees specified in this document unless otherwise authorized by the Public Works Department. Applicant further acknowledges that depending upon the nature and location of the Applicant's special event, additional permits may be required. The City reserves the right to withhold clean/damage deposits depending on the condition of the facility when the permit expires.

PERMIT HOLDER INITIALS [Signature] DATE: 12/18/2025

FOR CITY USE ONLY

Police Department Approval  Yes  No Initials APR Date 12-30-25  
Remarks No Police Requested

Public Works Approval  Yes  No Initials [Signature] Date 11/7/26  
Remarks \_\_\_\_\_

Fire Department Approval  Yes  No Initials \_\_\_\_\_ Date \_\_\_\_\_  
Remarks \_\_\_\_\_

COUNCIL ACTION: Approve  Deny  Mayor's Signature \_\_\_\_\_ Date \_\_\_\_\_

With conditions as noted:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# 73-25

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PERMIT HOLDER INITIALS [Signature] DATE: 12/18/2025

FOR CITY USE ONLY

Police Department Approval      Yes      No      Initials \_\_\_\_\_ Date \_\_\_\_\_

Remarks \_\_\_\_\_

Public Works Approval      Yes      No      Initials \_\_\_\_\_ Date \_\_\_\_\_

Remarks \_\_\_\_\_

Fire Department Approval      Yes      No      Initials Kp      Date 12-29-25

Remarks \_\_\_\_\_

COUNCIL ACTION: Approve  Deny  Mayor's Signature \_\_\_\_\_ Date \_\_\_\_\_

With conditions as noted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**N**

**NOTE:**

**SHOW DIMENSIONS, SERVING AREAS, AND LABEL TYPE OF ENCLOSURE AND SECURITY POSITIONS.**

**SHOW NEAREST CROSS STREETS, HIGHWAY, OR ROAD IF LOCATION DOESN'T HAVE AN ADDRESS.**

## PARK, FACILITY AND SPECIAL EVENT FEES

<b>SPECIAL EVENT PROMOTER (PER-DAY)</b>	<b>\$41.14</b>
<b>SPECIAL EVENT VENDOR (PER-DAY)</b>	<b>\$6.24</b>
<b>POLICE OFFICER / PERSONNEL / POLICE UNIT</b>	<b>\$40.00 per day, per vehicle +employee OT rate and ERE's</b>
<b>PERMIT FEE NON-COMMERCIAL</b>	<b>\$25.00</b>
<b>PERMIT FEE COMMERCIAL</b>	<b>\$120.00</b>
<b>REFUNDABLE DEPOSIT</b>	<b>\$50.00</b>
<b>BEER PERMIT NON-COMMERCIAL ONLY</b>	<b>\$25.00</b>
<b>WATER ACCESS-PARKS</b>	<b>\$25.00</b>
<b>ELECTRICITY ACCESS- PARKS</b>	<b>\$25.00</b>
<b>ELECTRICITY ACCESS BANDSHELL (CITY PARK)</b>	<b>\$75.00</b>
<b>PARKS-PUBLIC WORKS PERSONNEL</b>	<b>\$30.00/HR. PER PERSON</b>
<b>DUMPSTER 1 DAY</b>	<b>\$150.00 EACH</b>
<b>DUMPSTER PICK UP AFTER HOURS</b>	<b>\$125.00 EACH</b>
<b>DUMPSTER PICK UP HOLIDAY &amp; WEEKENDS</b>	<b>\$125.00 EACH</b>
<b>TRASH CART RENTAL</b>	<b>\$25.00 EACH</b>
<b>"NO PARKING" SIGNS</b>	<b>\$5.00 PER SIGN</b>
<b>OPERATIONS PLAN</b>	<b>\$100 MINIMUM (PERSONNEL HOURS INCLUDING ERE'S)</b>
<b>POOL RENTAL</b>	<b>\$30.00/PER HR, 2 HR MINIMUM</b>
<b>POOL BUILDING RENTAL</b>	<b>\$100.00</b>
<b>LIFEGUARD</b>	<b>\$30.00/ PER HR EMPLOYEE, 2 GUARD MINIMUM</b>

I'm a 501c<sup>3</sup> Substance Abuse Mental health facility  
 Can we please have the fees waived.  
 Thank you Alma Hickman.

NATIONAL NIGHT OUT  
VISTA PARK  
April 22, 2026

Permit #73-25

Permit Fee	\$ 25.00
Electricity	\$ 25.00
Water	\$ 25.00
“No Parking” Signs \$5.00 ea x 80	\$400.00
TOTAL	\$475.00
Deposit	\$ 50.00

**WAIVER OF FEES REQUESTED**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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

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

<b>PRODUCER</b>  Scott Beardshear / Anna Carabeo 99 Bisbee rd Ste B Bisbee az 85603	<b>CONTACT NAME:</b> Anna Carabeo <b>PHONE (A/C, No, Ext):</b> 520 432 5411 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> ana.carabeo.dfuz@statefarm.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
<b>INSURED</b> ALMAS LITTLE TRASURE LLC 1610 PASEO ARRUIZA BISBEE AZ 8560	<b>INSURER A:</b> State Farm Fire and Casualty Company
	<b>INSURER B:</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

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

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

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			93 -KL-1993-3	06/13/2025	06/13/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N    N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE    OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	Event on April, 22,2026						

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
Vista Park  
City of Bisbee  
Hoatson Ave  
Bisbee, AZ 85603

<b>CERTIFICATE HOLDER</b>  City Of Bisbee 118 Arizona St Bisbee AZ 85603	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.

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**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

**DATE ACTION SUBMITTED:** January 23, 2026

**REGULAR**                       **CONSENT**

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

**SUBJECT:**      Discussion and Possible Approval of a Park Facility and Right of Way Use Permit for the use of Vista Park for Night of Miracles/National Night Out on Wednesday, April 22, 2026, from 6:00pm to 9:00pm, Alma Hickman Little Treasures/Miracles of a Second Chance, applicant; with a request to waive fees.

**FROM:**            Nina Williams, Deputy City Clerk

**RECOMMENDATION:**            Approve

**PROPOSED MOTION:**            I move to approve the Park Facility and Right of Way Use Permit for the use of Vista Park for Night of Miracles/National Night Out on Wednesday, April 22, 2026, from 6:00pm to 9:00pm, Alma Hickman Little Treasures/Miracles of a Second Chance, applicant; (with or without a fee waiver)

**DISCUSSION:**

The applicant is requesting the use of Vista Park from 6:00pm to 9:00pm for Night of Miracles/National Night Out. Insurance has been provided for this event as is part of the attachments. The Applicant has also requested a waiver of fees.

**FISCAL IMPACT:**

**DEPARTMENT LINE-ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

**Prepared by:** *Nina Williams*  
Nina Williams,  
Deputy City Clerk

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



RECEIVED

DEC 17 2025

City Clerk's Office  
City of Bisbee

Public Works / Park & Recreations Department  
118 Arizona Street - Bisbee, AZ 85603-(520) 432-6002  
LValdez@BisbeeAZ.gov

PERMIT NO:

72-25

**City of Bisbee Park, Facility and Right-of-Way Use Permit  
Special Event License Application**

This application must be returned to the Public Works Department no less than 45 days before the scheduled event. Application will NOT be considered without required paperwork.

**APPLICANT INFORMATION:**

Date: December 9, 2025

Name and Title (If Applicable): Sarah Neubaum, co-organizer

Organization Name (If Applicable): N/A

Applicant or Organization Mailing Address PO Box 319, Bisbee AZ 85603

Phone: 520-504-8489 Contact Name and Phone # during event: Sarah Neubaum, 520-504-8489

Email Address: silverkingroom4@gmail.com

Insurance: Events held on City Property are required to include a certificate of insurance of one million dollars (\$1,000,000) minimum for high risk functions and appropriate endorsements naming the City of Bisbee as additional insured. Applicant's policy is primary.

**EVENT INFORMATION:**

Event Name: Bisbee Anti-Folk Fest

Expected Attendance: 100 Max

Event Date(s): March 27-28, 2026

Start Time: 12pm

End Time: 11:59pm

Event Location and Address: City Park, 62 Brewery Ave, Bisbee AZ 85603

Will you be serving food? Yes  / No  If yes, a copy of the Cochise County Health Department Certificate **MUST** accompany this application otherwise this permit will not be accepted

Description of Event and Activities (If more space is needed attach a separate sheet):

Bands will be performing a free show in the City Park Bandshell. Organizers provide the sound equipment and have coordinated other shows at nearby venues as well.

**SERVICES REQUESTED FROM THE CITY OF BISBEE:**

General Electricity Access (City, Lower Vista & Grassy Parks Only) \$25.00

Band Shell (City Park) \$75.00

Generators are PERMITTED... All Jumping Castles must have insurance and generators

Beer Permit (Non-Commercial permits only) \$25.00

Police: Escorts, Security, Road Closures, Redirecting of Traffic: \$40.00 per day per vehicle+ Employee OT Rate and ERE's

Parks/ Public Works Personnel \$30.00/ hr. per person 1 hr

Water Access- Parks \$25.00 (Restroom) No water at City Park - Bathroom will be open

No Parking Signs, access to facility/ band shell/ restrooms etc. \$5.00 per sign Note: Road Closed Signs/ Barriers must be supplied by Applicant. (3 spots in front of City Park)

Operations Plans \$100 minimim (personnel hours including ERE's)

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

\$25.00 non-commercial or  \$120.00 commercial permit fee paid before permit is processed.

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

Business License/ Special Event License fee of \$41.14 must be paid before permit is processed- where there is a promotor sub-letting booth space to vendors, the promotor will pay a fee of \$41.14 and \$6.24 per vendor per day (must be submitted prior to the event). The promotor is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promotor and all vendors via their State tax forms.

County Health Department Food Permit must be attached If serving food or having food vendors. Health Department can be contacted at 520-432-9400 for more information (This is not a food handler's certificate).

Special Event Liquor License Application submitted to the City Clerk's office – required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The Sale of or consumption of alcohol beverages must be approved by the City Council.

Copy of flyers or promotional material associated with this event.

- NOTES:**
- 1.) THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.
  - 2.) NO PARTY OF MORE THAN 50 PEOPLE, MAY NOT TAKE PLACE WITHOUT THE APPROPRIATE PERMITS.

<b>TOTAL FEES:</b>	<b>TOTAL ADDED FEES:</b>	<b>TOTAL SUBMITTED:</b>
--------------------	--------------------------	-------------------------

**SPECIAL EVENT PERMIT AGREEMENT AND ACKNOWLEDGEMENT**

Applicant shall indemnify, defend, save and hold harmless the City of Bisbee and its officers, officials, agents and employees (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorney's fees, and costs of claim processing, investigation and litigation) for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused in whole or in part, by the negligent or willful acts or omissions of Applicant or any of its owners, officers, directors, agents, employees, subcontractors or invitees. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of Applicant to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by Applicant from and against any and all claims. It is agreed that Applicant will be responsible for primary loss investigation, defense and judgement costs where this indemnification is applicable. In consideration of permission to hold the event, Applicant agrees to waive all rights of subrogation against the City, its officers, officials, agents and employees for losses arising out of or resulting from the event. The City reserves the right to refuse installation of amusements or facilities that violate safety regulations. If Applicant is acting on behalf of an organization, Applicant certifies that he/she is an authorized officer of the Applicant or the agent of the organization, is

72-25

acting on the organization's behalf, and is duly authorized to execute this Agreement and Acknowledgement on the organization's behalf. Applicant further certifies that he/she has read and understands all the terms of this Agreement and Acknowledgement, agrees that the Applicant shall be bound by its terms and conditions, and is of lawful age and legally competent to sign this Agreement and Acknowledgement. The City's issuance of a special event permit shall constitute a written agreement or contract between the City and Applicant for purposes of insurance requirements. Applicant agrees to the payment of all non-refundable and refundable fees specified in this document unless otherwise authorized by the Public Works Department. Applicant further acknowledges that depending upon the nature and location of the Applicant's special event, additional permits may be required. The City reserves the right to withhold clean/damage deposits depending on the condition of the facility when the permit expires.

PERMIT HOLDER INITIALS SN DATE: 12/17/25

FOR CITY USE ONLY

Police Department Approval  Yes  No Initials JAPR Date 12-30-25

Remarks No Police Requested

Public Works Approval  Yes  No Initials [Signature] Date 12/17/26

Remarks \_\_\_\_\_

Fire Department Approval  Yes  No Initials \_\_\_\_\_ Date \_\_\_\_\_

Remarks \_\_\_\_\_

COUNCIL ACTION: Approve  Deny  Mayor's Signature \_\_\_\_\_ Date \_\_\_\_\_

With conditions as noted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# 72-25

acting on the organization's behalf, and is duly authorized to execute this Agreement and Acknowledgement on the organization's behalf. Applicant further certifies that he/she has read and understands all the terms of this Agreement and Acknowledgement, agrees that the Applicant shall be bound by its terms and conditions, and is of lawful age and legally competent to sign this Agreement and Acknowledgement. The City's issuance of a special event permit shall constitute a written agreement or contract between the City and Applicant for purposes of insurance requirements. Applicant agrees to the payment of all non-refundable and refundable fees specified in this document unless otherwise authorized by the Public Works Department. Applicant further acknowledges that depending upon the nature and location of the Applicant's special event, additional permits may be required. The City reserves the right to withhold clean/damage deposits depending on the condition of the facility when the permit expires.

PERMIT HOLDER INITIALS SN DATE: 12/17/25

FOR CITY USE ONLY

Police Department Approval      Yes      No      Initials \_\_\_\_\_ Date \_\_\_\_\_

Remarks \_\_\_\_\_

Public Works Approval      Yes      No      Initials \_\_\_\_\_ Date \_\_\_\_\_

Remarks \_\_\_\_\_

Fire Department Approval      Yes      No      Initials Kp      Date 12-29-25

Remarks \_\_\_\_\_

COUNCIL ACTION: Approve  Deny  Mayor's Signature \_\_\_\_\_ Date \_\_\_\_\_

With conditions as noted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**N**

**NOTE:**

**SHOW DIMENSIONS, SERVING AREAS, AND LABEL TYPE OF ENCLOSURE AND SECURITY POSITIONS.**

**SHOW NEAREST CROSS STREETS, HIGHWAY, OR ROAD IF LOCATION DOESN'T HAVE AN ADDRESS.**

## PARK, FACILITY AND SPECIAL EVENT FEES

	<b>SPECIAL EVENT PROMOTER (PER-DAY)</b>	<b>\$41.14</b>
	<b>SPECIAL EVENT VENDOR (PER-DAY)</b>	<b>\$6.24</b>
	<b>POLICE OFFICER / PERSONNEL / POLICE UNIT</b>	<b>\$40.00 per day, per vehicle +employee OT rate and ERE's</b>
<input checked="" type="checkbox"/>	<b>PERMIT FEE NON-COMMERCIAL</b>	<b>\$25.00</b>
	<b>PERMIT FEE COMMERCIAL</b>	<b>\$120.00</b>
<input checked="" type="checkbox"/>	<b>REFUNDABLE DEPOSIT</b>	<b>\$50.00</b>
<input checked="" type="checkbox"/>	<b>BEER PERMIT NON-COMMERCIAL ONLY</b>	<b>\$25.00</b>
<input checked="" type="checkbox"/>	<b>WATER ACCESS-PARKS</b>	<b>\$25.00</b>
<input checked="" type="checkbox"/>	<b>ELECTRICITY ACCESS- PARKS</b>	<b>\$25.00</b>
<input checked="" type="checkbox"/>	<b>ELECTRICITY ACCESS BANDSHELL (CITY PARK)</b>	<b>\$75.00</b>
<input checked="" type="checkbox"/>	<b>PARKS-PUBLIC WORKS PERSONNEL</b>	<b>\$30.00/HR. PER PERSON</b>
	<b>DUMPSTER 1 DAY</b>	<i>1hr</i> <b>\$150.00 EACH</b>
	<b>DUMPSTER PICK UP AFTER HOURS</b>	<b>\$125.00 EACH</b>
	<b>DUMPSTER PICK UP HOLIDAY &amp; WEEKENDS</b>	<b>\$125.00 EACH</b>
	<b>TRASH CART RENTAL</b>	<b>\$25.00 EACH</b>
	<b>"NO PARKING" SIGNS</b>	<b>\$5.00 PER SIGN</b>
	<b>OPERATIONS PLAN</b>	<b>\$100 MINIMUM (PERSONNEL HOURS INCLUDING ERE'S)</b>
	<b>POOL RENTAL</b>	<b>\$30.00/PER HR, 2 HR MINIMUM</b>
	<b>POOL BUILDING RENTAL</b>	<b>\$100.00</b>
	<b>LIFEGUARD</b>	<b>\$30.00/ PER HR EMPLOYEE, 2 GUARD MINIMUM</b>





# ADDITIONAL REMARKS SCHEDULE

AGENCY SHEL Risk Purchasing Group		NAMED INSURED	
POLICY NUMBER H25SE00169-971		Unaffiliated PO Box 319, Bisbee, Arizona, 85603	
CARRIER Houston Casualty Company	NAIC CODE 42374	EFFECTIVE DATE: 03/24/26	

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 1 FORM TITLE: Additional Remarks

**Schedule of covered events:**

Your Role: Event Host or Organizer

Event Type: Concert - Folk Guitar

Event Start Date: Mar 27, 2026

Event End Date: Mar 28, 2026

Venue Name: City Park

Maximum Daily Attendance: 100

Venue Address: 62 Brewery Ave, Bisbee, Arizona, 85603

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s):**

The City of Bisbee

118 Arizona Street

Bisbee AZ 85603

Entity Type: CITY\_MUNICIPALITY

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
  - 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

CITY PARK

# **BISBEE ANTI-FOLK FEST**

**Bear Down Bear - Beaver Creek  
- Chick Adjacent - Flying Tuna  
Can - George Washingtab - Hill  
of Beans - Macy Moose - Rad  
Pinkard - Romo Lampkin -  
Sandlwood - Simon Spencer**

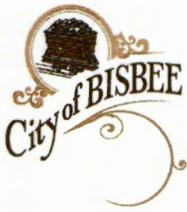
**March 27-28, 2026**

**62 Brewery Ave**

**@bisbeeantifolkfest**

BISBEE ANTI-FOLK FEST  
EVENT  
CITY PARK  
MARCH 27-28, 2026  
PERMIT #72-25

Permit Fee	\$ 25.00
Electricity	\$ 25.00
Band Shell	\$ 75.00
Beer Permit	\$ 25.00
Parks/PW Personnel (\$30.00/hr) x 1	\$ 30.00
“No Parking Signs” (\$5.00 ea x 3)	<u>\$ 15.00</u>
TOTAL	\$195.00
Deposit	\$ 50.00



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3<sup>rd</sup>, 2026

Regular    Special

DATE ACTION SUBMITTED: January 19<sup>th</sup> 2026

REGULAR                   CONSENT

TYPE OF ACTION:  
RESOLUTION                   ORDINANCE                   FORMAL ACTION                   OTHER

SUBJECT: **PRESENTATION OF THE CITY OF BISBEE'S ANNUAL AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2025 BY STEVEN PALMER, CPA, SQUIRE & COMPANY PC (HINTON BURDICK).**

**FROM:**            Keri Bagley, Finance Director

**RECOMMENDATION:**            N/A

**PROPOSED MOTION:**            N/A

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**DISCUSSION:** Steven Palmer of Squire & Company PC (Hinton Burdick) will present the audit of the financial statements for the year ended June 30, 2025 to the Mayor and Council. The Audited Financial Statements, Findings & Recommendations, Letter to Management, and Management Representation Letter have been provided.

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**FISCAL IMPACT:** N/A

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

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

Prepared by: *Keri Williams, for*  
Keri Bagley,  
Finance Director

Reviewed by: *Ashlee Coronado*  
Ashlee Coronado,  
Interim City Manager



To the Honorable Mayor and City Council  
City of Bisbee, Arizona

We have audited the financial statements of City of Bisbee, Arizona as of and for the year ended June 30, 2025, and have issued our report thereon dated January 27, 2026. Professional standards require that we advise you of the following matters relating to our audit.

#### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated October 10, 2022, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of City of Bisbee, Arizona solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We noted no findings regarding significant control deficiencies over financial reporting or material noncompliance, or other matters that we are required to report to you.

#### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

#### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence. Safeguards have been applied to eliminate identified threats to independence or reduce them to an acceptable level.

#### **Significant Risks Identified**

We have identified the following significant risks:

According to Generally Accepted Auditing Standards, significant risks should include management override of controls. Accordingly, we have considered this a significant risk.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by City of Bisbee, Arizona is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2025 except for the implementation of GASB 101-Compensated absences. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are described below:

Management's estimate of depreciation expense is based on the assigned depreciation lives.

Management's estimate of the allowance for doubtful accounts is based on percentages of outstanding receivable balances in the accounts receivable aging report at year end.

Management's estimate of the compensated absences accrual is based on current pay rates and accrued vacation pay hours.

For purposes of measuring the net pension/OPEB liability, deferred outflows of resources and deferred inflows of resources related to pensions/OPEB, and pension/OPEB expense, management's estimates have been determined on the same basis as they are reported by the Arizona State Retirement System (ASRS) and the Public Safety Personnel Retirement System (PSPRS).

The City's net pension/OPEB liability for ASRS was measured as of June 30, 2024, and the total pension/OPEB liability used to calculate the net pension/OPEB liability was determined using procedures to update and roll forward the total pension/OPEB liability from an actuarial valuation as of June 30, 2021, to the measurement date of June 30, 2024. The City's PSPRS net pension/OPEB liability was measured as of June 30, 2024, and the total pension/OPEB liability used to calculate the net pension/OPEB liability was determined by an actuarial valuation as of that date. Allocations between governmental activities and business-type activities are based on the pro-rata share of covered payroll. The key factors and assumptions used to develop the valuation and the accrual appear reasonable in relation to the financial statements taken as a whole.

We evaluated the key factors and assumptions used to develop the above estimates and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

### **Significant Unusual Transactions**

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. We noted no significant unusual items that we are required to report to you.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified significant misstatements and a list of the adjustments noted during the audit has been provided to management. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. Management has a list of the material misstatements that we identified as a result of our audit procedures that were brought to the attention of, and corrected by, management.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to City of Bisbee, Arizona's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Circumstances that Affect the Form and Content of the Auditor's Report**

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. There are no unusual circumstances that affect the form and content of the auditor's report.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in a separate letter dated January 27, 2026.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with City of Bisbee, Arizona, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as City of Bisbee, Arizona's auditors.

### **Other Information Included in Annual Reports**

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in City of Bisbee, Arizona's annual reports, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have applied certain limited procedures to the Management's Discussion and Analysis, the Public Safety Personnel Retirement System and Arizona State

Retirement System pension/OPEB related schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual nonmajor fund financial statements, which accompany the financial statements but are not RSI. With respect to the supplementary information, accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

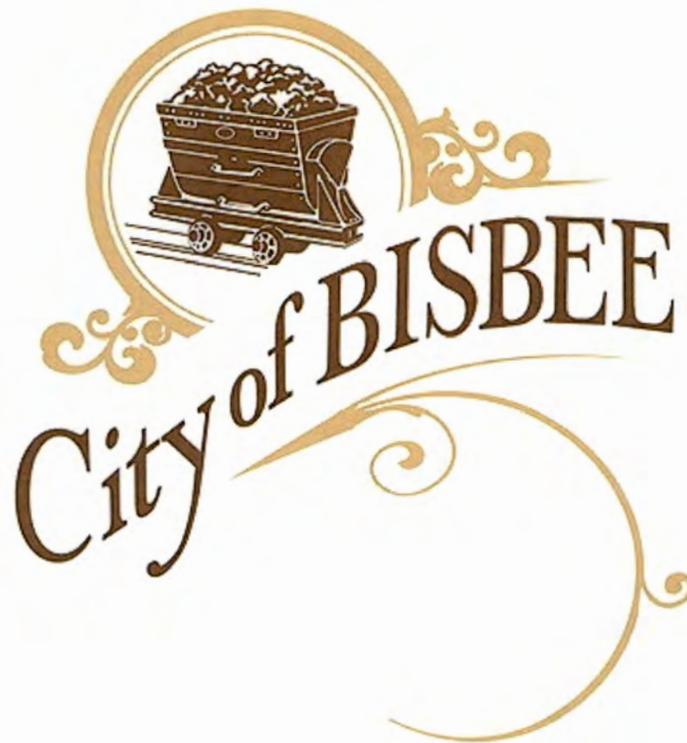
Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the governing body and management of the City of Bisbee, Arizona and is not intended to be and should not be used by anyone other than these specified parties.

Squin & Company, PC

January 27, 2026

# **CITY OF BISBEE, ARIZONA**



**FINANCIAL STATEMENTS**

**FISCAL YEAR ENDED JUNE 30, 2025**

**WITH REPORT OF**

**CERTIFIED PUBLIC ACCOUNTANTS**

**CITY OF BISBEE, ARIZONA**

**Table of Contents**

**Financial Section:**

Independent Auditors' Report ..... 1  
Management's Discussion and Analysis ..... 7

Basic Financial Statements

Government-wide Financial Statements  
Statement of Net Position ..... 19  
Statement of Activities ..... 20

Fund Financial Statements:

Balance Sheet – Governmental Funds ..... 21  
Reconciliation of Total Governmental Fund Balances  
To Net Position of Governmental Activities ..... 22  
Statement of Revenues, Expenditures, and Changes in  
Fund Balances – Governmental Funds ..... 23  
Reconciliation of the Statement of Revenues, Expenditures and Changes  
in Fund Balances of Governmental Funds to the Statement of Activities ..... 24  
Statement of Net Position - Proprietary Funds ..... 25  
Statement of Revenues, Expenses and Changes  
in Net Position - Proprietary Funds ..... 26  
Statement of Cash Flows - Proprietary Funds ..... 27

Notes to the Financial Statements ..... 28

Required Supplemental Information:

Schedule of the Proportionate Share of the Net Pension/OPEB Liability ..... 67  
Schedule of Changes in the Net Pension/OPEB Liability and Related Ratios ..... 69  
Schedule of Pension/OPEB Contributions ..... 73  
Notes to Pension/OPEB Plan Schedules ..... 77

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget  
and Actual – General Fund ..... 80  
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget  
and Actual – Camp Naco Fund ..... 82  
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget  
and Actual – Capital Improvement Fund ..... 83

Supplementary Information:

Combining and Individual Fund Financial Statements and Schedules:	
Combining Balance Sheet – Non-major Governmental Funds .....	86
Combining Statement of Revenues, Expenditures and Changes in Fund Balances – Non-major Governmental Funds .....	88
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Grants Fund .....	90
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Public Safety Fire Grants Fund .....	91
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Transient Room Tax Fund .....	92
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Streets Fund .....	93
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Rico Drug Enforcement Asset Fund .....	94
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Bisbee Arts Commission Fund .....	95
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Affordable Housing Fund .....	96
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Miscellaneous Donations Fund .....	97
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Airport fund .....	98
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Police Special Revenue Grants Fund .....	99
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Public Works Grants Fund .....	100
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Miscellaneous Grants Fund .....	101
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – American Rescue Plan Act Fund .....	102
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Youth Program Fund .....	103
Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Bisbee Bus Fund .....	104

**Other Communications From Independent Auditors:**

Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters .....	107
Report on Compliance with State Laws and Regulations .....	109

**FINANCIAL SECTION**

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## Independent Auditors' Report

The Honorable Mayor and  
City Council  
Bisbee, Arizona

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Bisbee, Arizona, as of and for the fiscal year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Bisbee, Arizona as of June 30, 2025 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of City of Bisbee, Arizona and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

The City of Bisbee, Arizona's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Bisbee, Arizona's ability to continue as a going concern for one year after the date that the financial statements are issued or when applicable, one year after the date that the financial statements are available to be issued.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Bisbee, Arizona's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Bisbee, Arizona's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the pension/OPEB schedules and notes as listed in the table of contents, and budgetary comparison information as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Bisbee, Arizona's basic financial statements. The combining nonmajor fund financial statements, and nonmajor fund budget and actual schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements, and nonmajor fund budget and actual schedules is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with Government Auditing Standards, we have also issued our report dated January 27, 2026 on our consideration of the City of Bisbee, Arizona's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering City of Bisbee, Arizona's internal control over financial reporting and compliance.

*Squire & Company, PC*

Squire & Company, PC  
Mesa, Arizona  
January 27, 2026

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**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**(Required Supplementary Information)**

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**CITY OF BISBEE, ARIZONA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended June 30, 2025**

As management of the City of Bisbee, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2025. This discussion and analysis is designed to (1) assist the reader in focusing on significant financial issues, (2) provide an overview of the City's financial activity (3) identify changes in the City's financial position (4) identify any material deviations from the financial plan (the approved budget) and (5) individual fund issues or concerns. Please read in conjunction with the accompanying financial statements.

**FINANCIAL HIGHLIGHTS**

- The City's total net position at the close of the fiscal year was \$11.7 million. This amount is comprised of \$26.6 million in net investment in capital assets, \$3.1 million of restricted net position and (\$18.0 million) in unrestricted net position.
- Governmental net position increased by \$2.1 million, and Business-Type net position decreased by \$822,927.
- Total City Sales tax revenue decreased by 0.24 percent from last year and still is the single largest revenue in the budget.
- Improvements totaling \$6.4 million were made to the City's capital assets.
- Debt service payments, excluding interest expense, were \$826,994 and net increases in the net pension liability and compensated absences totaled \$57,844 leaving approximately \$31.9 million in total outstanding debt at the close of the year.
- The General Fund's unassigned fund balance decreased by \$1.8 million to \$2.3 million. This decrease is mainly attributable to an increase in public safety expenses from the prior year. The unassigned fund balance represents 23.40 percent of total General Fund expenditures for the fiscal year.
- Other governmental fund balances decreased by \$2.6 million, to \$1.7 million of which \$1.1 million is non-spendable, \$960,112 is restricted, \$500,000 is assigned and there is an unassigned deficit of \$933,643.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The three components of the financial statements are: (1) Government-wide financial statements which include the Statement of Net Position and the Statement of Activities. These statements provide information about the activities of the City as a whole. (2) Fund financial statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds. (3) Notes to the financial statements.

**Reporting the City as a Whole**

**The Statement of Net Position and the Statement of Activities (Government-wide)**

A frequently asked question regarding the City's financial health is whether the year's activities contributed positively to the overall financial well-being. The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and changes in them. Net position, the difference between assets and liabilities, are one way to measure the City's financial health, or financial position. Over time, increases or decreases in net position are an indicator of whether the financial health is improving or deteriorating. However, it is important to consider other non-financial factors such as changes in the City's property tax base or condition of the City's roads to accurately assess the overall health of the City.

The Statement of Net Position and the Statement of Activities, present information about the following:

- Government activities – All of the City's basic services are considered to be governmental activities, including general government, public safety, public works/streets, economic development, culture and recreation, and interest on long-term debt. Sales tax, federal grants, intergovernmental revenues and charges for services finance most of these activities.
- Proprietary activities/Business type activities – The City charges a fee to customers that is intended to cover all or most of the cost of the services provided.

### **Reporting the City's Most Significant Funds**

#### **Fund Financial Statements**

The fund financial statements provide detailed information about the most significant funds—not the City as a whole. Some funds are required to be established by State law and by bond covenants. However, management establishes other funds which aid in the management of money for particular purposes or meet legal responsibilities associated with the usage of certain taxes, grants, and other money. The City's two major kinds of funds, governmental and proprietary, use different accounting approaches as explained below.

- Governmental funds – Most of the City's basic services are reported in governmental funds. Governmental funds focus on how resources flow in and out with the balances remaining at year-end that are available for spending. These funds are reported using an accounting method called the modified accrual accounting method, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Government fund information shows whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in a reconciliation included on pages 22 and 24.
- Proprietary funds – When the City charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of the City's financial position. The City's combined assets exceed liabilities by \$10.4 million as of June 30, 2025 as shown in the following condensed statement of net position.

### City of Bisbee Statement of Net Position

	Governmental activities		Business-type activities		Combined Total	
	June 30, 2025	June 30, 2024	June 30, 2025	June 30, 2024	June 30, 2025	June 30, 2024
Current and other assets	\$ 10,171,619	\$ 12,020,642	\$ 3,554,194	\$ 3,734,538	\$ 13,725,813	15,755,180
Capital assets	18,188,158	12,753,243	15,812,805	17,194,962	34,000,963	29,948,205
Total assets	<u>28,359,777</u>	<u>24,773,885</u>	<u>19,366,999</u>	<u>20,929,500</u>	<u>47,726,776</u>	<u>45,703,385</u>
Deferred outflows of resources	711,152	1,017,960	246,335	154,519	957,487	1,172,479
Long-term liabilities outstanding	23,455,412	23,468,347	6,299,180	6,848,428	29,754,592	30,316,775
Other liabilities	4,742,701	3,589,462	1,696,412	1,823,004	6,439,113	5,412,466
Total liabilities	<u>28,198,113</u>	<u>27,057,809</u>	<u>7,995,592</u>	<u>8,671,432</u>	<u>36,193,705</u>	<u>35,729,241</u>
Deferred inflows of resources	698,157	682,675	83,816	55,734	781,973	738,409
Net position:						
Invested in capital assets, net of related debt	17,683,907	12,526,794	8,964,608	9,817,757	26,648,515	22,344,551
Restricted	2,812,427	4,336,498	279,701	241,660	3,092,128	4,578,158
Unrestricted	(20,321,675)	(18,811,931)	2,289,617	2,297,436	(18,032,058)	(16,514,495)
Total net position (deficit)	<u>\$ 174,659</u>	<u>\$ (1,948,639)</u>	<u>\$ 11,533,926</u>	<u>\$ 12,356,853</u>	<u>\$ 11,708,585</u>	<u>\$ 10,408,214</u>

The City has \$48.7 million in total assets and deferred outflows, with \$34 million in capital assets (net of depreciation). The City's Utility Funds, (Wastewater, Sanitation, and Queen Mine) operations are included in the Business-type activities column.

#### Governmental Activities

The City's governmental programs include: General Government, Public Safety, Highways and Streets, Culture and Recreation, Economic Development, and Health and Welfare. Each programs' net cost (total cost less revenues generated by the activities) is presented below. The net cost shows the extent to which the City's general taxes support each of the City's programs.

**City of Bisbee**  
**Changes in Net Position**

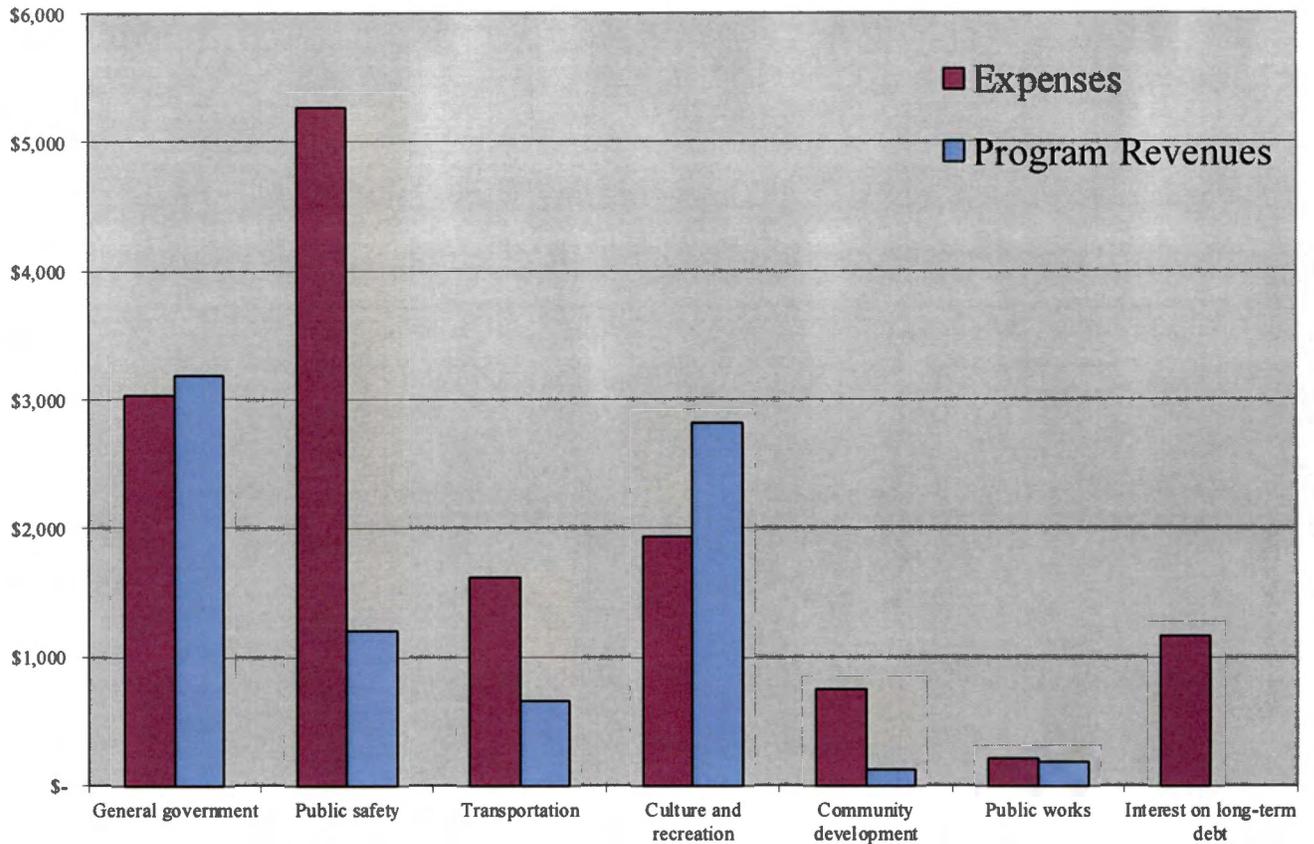
	Governmental activities		Business-type activities		Combined Total	
	June 30, 2025	June 30, 2024	June 30, 2025	June 30, 2024	June 30, 2025	June 30, 2024
Revenues:						
Program revenues:						
Charges for services	\$ 3,342,920	\$ 3,043,408	\$ 5,223,152	\$ 5,487,457	\$ 8,566,072	\$ 8,530,865
Operating grants and contributions	950,700	912,457	-	-	950,700	912,457
Capital grants and contributions	3,883,197	1,741,342	-	-	3,883,197	1,741,342
General revenues:						
Sales taxes	4,452,967	4,453,090	-	-	4,452,967	4,453,090
Other taxes	1,657,724	1,562,709	-	-	1,657,724	1,562,709
State revenue sharing	1,062,363	1,327,078	-	-	1,062,363	1,327,078
Other	641,666	537,990	738	655	642,404	538,645
Total revenues	<u>15,991,537</u>	<u>13,578,074</u>	<u>5,223,890</u>	<u>5,488,112</u>	<u>21,215,427</u>	<u>19,066,186</u>
Expenses:						
General government	3,033,635	3,148,325	-	-	3,033,635	3,148,325
Public safety	5,274,768	4,062,588	-	-	5,274,768	4,062,588
Transportation	1,620,129	1,969,649	-	-	1,620,129	1,969,649
Culture and recreation	1,933,855	1,358,213	-	-	1,933,855	1,358,213
Community development	746,802	178,261	-	-	746,802	178,261
Public works	209,960	169,207	-	-	209,960	169,207
Interest on long-term debt	1,159,012	1,164,233	-	-	1,159,012	1,164,233
Wastewater	-	-	3,579,770	3,591,713	3,579,770	3,591,713
Sanitation	-	-	1,203,965	1,052,310	1,203,965	1,052,310
Queen Mine	-	-	1,153,160	984,404	1,153,160	984,404
Total expenses	<u>13,978,161</u>	<u>12,050,476</u>	<u>5,936,895</u>	<u>5,628,427</u>	<u>19,915,056</u>	<u>17,678,903</u>
(Decrease)/Increase in net position before transfers	2,013,376	1,527,598	(713,005)	(140,315)	1,300,371	1,387,283
Transfers	109,922	109,922	(109,922)	(109,922)	-	-
Net position (deficit), beginning	(1,948,639)	(3,639,682)	12,356,853	12,660,613	10,408,214	9,020,931
Restatement adjustment	-	53,523	-	(53,523)	-	-
Net position (deficit), ending	<u>\$ 174,659</u>	<u>\$ (1,948,639)</u>	<u>\$ 11,533,926</u>	<u>\$ 12,356,353</u>	<u>\$ 11,708,585</u>	<u>\$ 10,408,214</u>

The cost of all governmental activities this year was \$14.0 million as shown in the schedule of Changes in Net Position above. \$3.3 million of this cost was paid for by those who directly benefited from the programs. \$4.8 million was subsidized by grants received from other governments or organizations for both capital and operating activities. General taxes, Urban Revenue Sharing and investment earnings totaled \$7.8 million.

Total resources available during the year to finance governmental operations were \$14.0 million consisting of Net position at July 1, 2024 of (\$1.9 million), program revenues of \$3.3 million, grant revenues of \$4.8 million and General Revenues of \$7.8 million. Total Governmental Activities during the year were \$14.0 million. Thus Governmental Net Position increased by \$2.1 million to \$174,659.

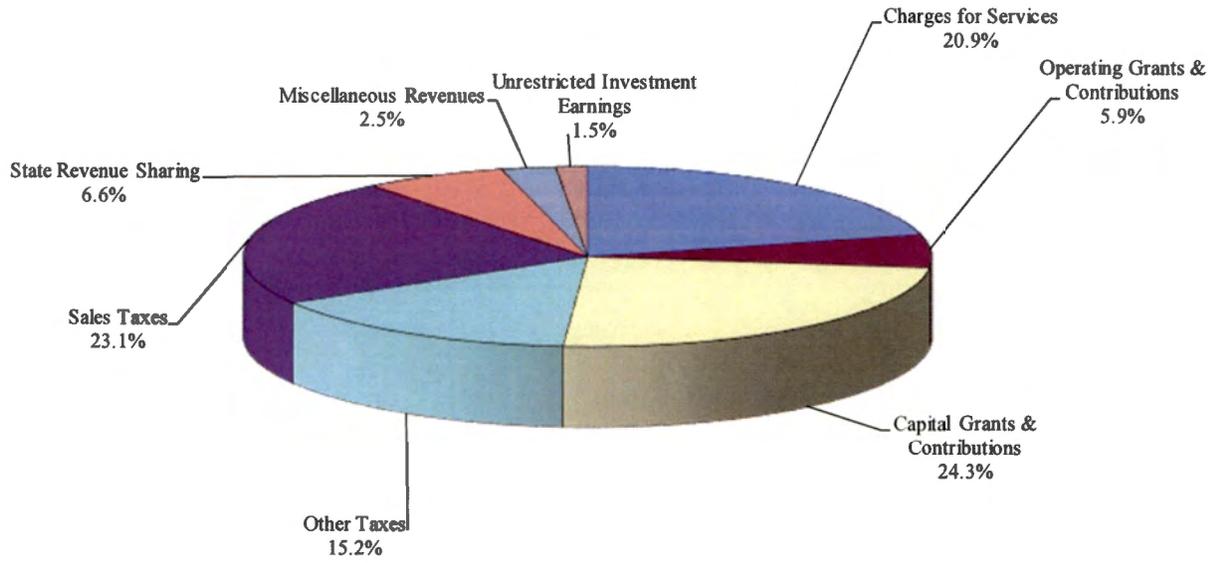
The following graphs compare program expenses to program revenues and provide a breakdown of revenues by source for all government activities.

### Expenses and Program Revenues - Governmental Activities (in Thousands)



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**Revenue By Source - Governmental Activities**

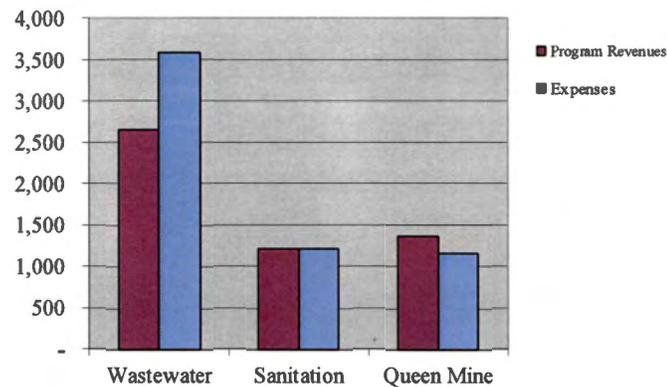


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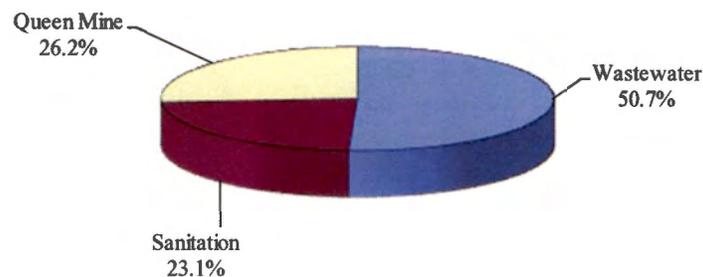
## Business Type Activities

Net position of the Business Type activities at June 30, 2025, as reflected in the Statement of Net Position was \$11.5 million. The cost of providing all Proprietary (Business Type) activities this year was \$5.9 million. As shown in the statement of Changes in Net Position, the amounts paid by users of the system were \$5.2 million. Interest earnings and other revenues(losses) were \$738. Net Position decreased by \$822,927.

**Expenses and Program Revenues - Business-type Activities**  
(in Thousands)



**Revenue By Source - Business-type Activities**



## **Financial Analysis of the Government's Funds**

As noted earlier, the City of Bisbee uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds – The focus of the City of Bisbee's governmental funds financial statements is to provide information on near-term inflows, outflows, and balances of spend-able resources. Such information is useful in assessing the City of Bisbee's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City of Bisbee's governmental funds reported combined ending fund balances of \$5.7 million, a decrease of \$3.1 million in comparison with the prior year. Approximately, 23.51% of this total amount or \$1.3 million constitutes unassigned fund balance, which is available for new spending at the government's discretion. The remainder of the fund balance is restricted, committed or assigned because it has already been committed 1) to pay debt service, 2) to pay for capital improvements or 3) for a variety of other restricted purposes.

The general fund is the chief operating fund of the City of Bisbee. At the end of the current fiscal year, total fund balance in the general fund was \$4.0 million, of which \$2.3 million is unassigned. As a measure of liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. The unassigned fund balance and total fund balance represents 23.4% and 41.6% respectively of total general fund expenditures. During the year, the City of Bisbee's general fund balance decreased by \$585,038. This decrease is mainly attributable to the increase of public safety expenses from the prior year.

Streets fund expenditures of \$1.4 million were funded by Highway User revenues of \$513,852. City Sales Tax of \$556,703, charges for services and other revenues totaling \$22,172 which resulted in ending fund balance of \$0.

The non-major fund balance of \$1.85 million consists of grant funds, donations and other revenues restricted for various purposes.

### **General Fund Budgetary Highlights**

The City's annual budget is the legally adopted expenditure control document of the City. Budgetary comparison statements are required for the General Fund and all major special revenue funds. These statements compare the original adopted budget, the budget if amended throughout the fiscal year, and the actual expenditures prepared on a budgetary basis.

General Fund revenues of \$9,889,692 were less than the budget of \$9,927,363 by \$37,671 mainly due to less than anticipated city sales tax. Actual expenditures of \$9,713,960 were \$287,519 less than budgeted expenditures of \$10,001,479. Variances can be viewed on the budgetary comparison statements.

## **CAPITAL ASSET AND DEBT ADMINISTRATION**

### **Capital Assets**

The capital assets of the City are those assets that are used in performance of City functions including infrastructure assets. Capital Assets include equipment, vehicles, buildings, land, park facilities and roads. At the end of fiscal year 2025, net capital assets of the governmental activities totaled \$18.2 million and the net capital assets of the business-type activities totaled \$15.8 million. Combined capital assets additions were \$6.4 million for fiscal year 2025 consisting of: assorted capital assets for various City departments, most notably the new City Hall building. Depreciation on capital assets is recognized in the Government-Wide financial statements. (See note 6 to the financial statements.)

### **Debt**

At year-end, the City had \$24.0 million in governmental type debt, and \$7.9 million in business-type debt. (See note 7 the financial statements.)

## **NEXT YEAR'S BUDGET AND ECONOMIC FACTORS**

In considering the City budget for fiscal year 2025/2026, the City Council and management were cautious as to the growth of revenues and expenditures. Overall General Fund operating expenditures were budgeted so as to contain costs at the same level as fiscal year 2024/2025.

## **CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide a general overview of the City's finances for all of those with an interest in the government's finances and to demonstrate accountability for the use of public funds. Questions about any of the information provided in this report, or requests for additional financial information should be addressed to: City of Bisbee, Finance Department, 118 Arizona Street, Bisbee, AZ 85603. (520) 432-6008.

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**BASIC FINANCIAL STATEMENTS**

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**CITY OF BISBEE, ARIZONA**  
**Statement of Net Position**  
**June 30, 2025**

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:</b>			
Assets:			
Current assets:			
Cash and cash equivalents	\$ 4,232,818	\$ 2,397,648	\$ 6,630,466
Investments	652,242	-	652,242
Accounts receivable (net of allowance)	2,458,856	521,845	2,980,701
Lease receivable	144,801	-	144,801
Inventory	1,150,173	103,877	1,254,050
Prepays	32,138	56,599	88,737
Cash held by trustee	832,079	328,000	1,160,079
Due from other governments	-	27,000	27,000
<b>Total current assets</b>	<b>9,503,107</b>	<b>3,434,969</b>	<b>12,938,076</b>
Non-current assets:			
Restricted cash and cash equivalents	-	82,743	82,743
Capital assets:			
Not being depreciated/amortized	8,061,208	156,522	8,217,730
Net of accumulated depreciation/amortization	10,126,950	15,656,283	25,783,233
Net pension/OPEB asset	668,512	36,482	704,994
<b>Total non-current assets</b>	<b>18,856,670</b>	<b>15,932,030</b>	<b>34,788,700</b>
<b>Total Assets</b>	<b>28,359,777</b>	<b>19,366,999</b>	<b>47,726,776</b>
Deferred outflows:			
Deferred outflows related to pensions/OPEB	567,414	246,335	813,749
Deferred outflows related to debt issuance	143,738	-	143,738
<b>Total deferred outflows</b>	<b>711,152</b>	<b>246,335</b>	<b>957,487</b>
<b>Total assets and deferred outflows of resources</b>	<b>29,070,929</b>	<b>19,613,334</b>	<b>48,684,263</b>
<b>LIABILITIES AND DEFERRED INFLOWS OF RESOURCES:</b>			
Liabilities			
Current liabilities:			
Accounts payable and other current liabilities	1,094,827	79,547	1,174,374
Customer deposits	-	428	428
Unearned revenue	2,520,550	-	2,520,550
Accrued interest payable	567,079	9,096	576,175
Compensated absences - current	202,400	33,134	235,534
Long-term liabilities due within one year	357,845	549,017	906,862
<b>Total current liabilities</b>	<b>4,742,701</b>	<b>671,222</b>	<b>5,413,923</b>
Noncurrent liabilities:			
Compensated absences	22,415	3,681	26,096
Long-term liabilities due after one year	21,671,406	6,299,180	27,970,586
Net pension/OPEB liability	1,761,591	1,021,509	2,783,100
<b>Total non-current liabilities</b>	<b>23,455,412</b>	<b>7,324,370</b>	<b>30,779,782</b>
<b>Total Liabilities</b>	<b>28,198,113</b>	<b>7,995,592</b>	<b>36,193,705</b>
Deferred inflows:			
Deferred inflows related to pensions/OPEB	556,593	83,816	640,409
Deferred inflows related to lease receivable	141,564	-	141,564
<b>Total deferred inflows</b>	<b>698,157</b>	<b>83,816</b>	<b>781,973</b>
<b>Total liabilities and deferred inflows of resources</b>	<b>28,896,270</b>	<b>8,079,408</b>	<b>36,975,678</b>
<b>NET POSITION:</b>			
Net investment in capital assets	17,683,907	8,964,608	26,648,515
Nonspendable:			
Prepays	32,138	56,599	88,737
Inventory	1,150,173	103,877	1,254,050
Restricted for:			
Debt service	-	82,743	82,743
Public Safety	58,776	-	58,776
Culture and recreation	29,405	-	29,405
Pension/OPEB	668,512	36,482	704,994
Other purposes	873,423	-	873,423
Unrestricted	(20,321,675)	2,289,617	(18,032,058)
<b>Total net position (deficit)</b>	<b>174,659</b>	<b>11,533,926</b>	<b>11,708,585</b>
<b>Total liabilities, deferred inflows of resources and net position</b>	<b>\$ 29,070,929</b>	<b>\$ 19,613,334</b>	<b>\$ 48,684,263</b>

The accompanying notes are an integral part of the financial statements.

**CITY OF BISBEE, ARIZONA**  
**Statement of Activities**  
**For the Year Ended June 30, 2025**

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants & Contributions	Capital Grants & Contributions	Primary Government		
					Governmental Activities	Business-type Activities	Total
<b>Primary Government:</b>							
Governmental activities:							
General government	\$ 3,033,635	\$ 2,551,367	\$ 219,398	\$ 405,111	\$ 142,241	\$ -	\$ 142,241
Public safety	5,274,768	739,997	108,288	359,118	(4,067,365)	-	(4,067,365)
Transportation	1,620,129	17,489	605,510	34,701	(962,429)	-	(962,429)
Culture and recreation	1,933,855	34,067	17,504	2,768,161	885,877	-	885,877
Community development	746,802	-	-	134,541	(612,261)	-	(612,261)
Public works	209,960	-	-	181,565	(28,395)	-	(28,395)
Interest on long-term debt	1,159,012	-	-	-	(1,159,012)	-	(1,159,012)
Total governmental activities	<u>13,978,161</u>	<u>3,342,920</u>	<u>950,700</u>	<u>3,883,197</u>	<u>(5,801,344)</u>	<u>-</u>	<u>(5,801,344)</u>
Business-type activities:							
Wastewater	3,579,770	2,649,044	-	-	-	(930,726)	(930,726)
Sanitation	1,203,965	1,204,865	-	-	-	900	900
Queen Mine	1,153,160	1,369,243	-	-	-	216,083	216,083
Total business-type activities	<u>5,936,895</u>	<u>5,223,152</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(713,743)</u>	<u>(713,743)</u>
<b>Total primary government</b>	<b>\$ 19,915,056</b>	<b>\$ 8,566,072</b>	<b>\$ 950,700</b>	<b>\$ 3,883,197</b>	<b>(5,801,344)</b>	<b>(713,743)</b>	<b>(6,515,087)</b>
<b>General Revenues:</b>							
Property taxes levied for general purposes					1,342,664	-	1,342,664
City sales tax					3,687,423	-	3,687,423
State sales tax					765,544	-	765,544
Urban revenue sharing					1,062,363	-	1,062,363
Vehicle license tax					315,060	-	315,060
Miscellaneous revenues					405,033	-	405,033
Unrestricted investment earnings/(loss)					236,633	738	237,371
Transfers					109,922	(109,922)	-
Total general revenues & transfers					<u>7,924,642</u>	<u>(109,184)</u>	<u>7,815,458</u>
Change in net position					2,123,298	(822,927)	1,300,371
Net position (deficit) - beginning					(1,948,639)	12,356,853	10,408,214
Net position (deficit) - ending					<u>\$ 174,659</u>	<u>\$ 11,533,926</u>	<u>\$ 11,708,585</u>

The accompanying notes are an integral part of the financial statements.

**CITY OF BISBEE, ARIZONA**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2025**

	General Fund	Camp Naco Fund	Capital Improvement Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 766,449	\$ 2,111,219	\$ -	\$ 1,355,150	\$ 4,232,818
Investments	501,657	-	-	150,585	652,242
Receivables:					
Accounts	323,370	-	-	28,942	352,312
Property taxes	103,322	-	-	-	103,322
Lease receivable	144,801	-	-	-	144,801
Due from other governments	298,509	784,320	-	920,393	2,003,222
Due from other funds	1,459,691	-	-	-	1,459,691
Prepaid items	27,313	-	-	4,825	32,138
Cash held by trustee	832,079	-	-	-	832,079
Inventory	5,339	-	585,000	559,834	1,150,173
<b>Total assets</b>	<b>\$ 4,462,530</b>	<b>\$ 2,895,539</b>	<b>\$ 585,000</b>	<b>\$ 3,019,729</b>	<b>\$ 10,962,798</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 123,609	\$ 268,533	\$ 49,776	\$ 197,257	\$ 639,175
Retainage payable	-	125,192	204,541	-	329,733
Due to other funds	-	-	525,817	933,874	1,459,691
Accrued payroll	109,939	8,487	-	7,493	125,919
Unearned revenue	-	2,491,835	-	28,715	2,520,550
<b>Total liabilities</b>	<b>233,548</b>	<b>2,894,047</b>	<b>780,134</b>	<b>1,167,339</b>	<b>5,075,068</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue - property taxes	49,578	-	-	-	49,578
Lease related	141,564	-	-	-	141,564
<b>Total deferred inflows of resources</b>	<b>191,142</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>191,142</b>
<b>FUND BALANCES</b>					
Nonspendable:					
Prepays	27,313	-	-	4,825	32,138
Inventory	5,339	-	585,000	540,962	1,131,301
Restricted for:					
Public safety	-	-	-	58,776	58,776
Culture and recreation	-	1,492	-	27,913	29,405
Debt service	832,079	-	-	-	832,079
Other purposes	-	-	-	873,423	873,423
Committed	900,000	-	-	-	900,000
Assigned	-	-	-	500,000	500,000
Unassigned (deficits)	2,273,109	-	(780,134)	(153,509)	1,339,466
<b>Total fund balances</b>	<b>4,037,840</b>	<b>1,492</b>	<b>(195,134)</b>	<b>1,852,390</b>	<b>5,696,588</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 4,462,530</b>	<b>\$ 2,895,539</b>	<b>\$ 585,000</b>	<b>\$ 3,019,729</b>	<b>\$ 10,962,798</b>

The accompanying notes are an integral part of the financial statements.

**CITY OF BISBEE, ARIZONA**  
**Reconciliation of Total Governmental Fund Balances**  
**to Net Position of Governmental Activities**  
**June 30, 2025**

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Total governmental fund balances	\$	5,696,588
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Governmental capital assets	\$ 30,821,184	
Accumulated Depreciation	<u>(12,633,026)</u>	18,188,158
Other assets are not available to pay for current period expenditures and, therefore, are reported as unavailable revenue in the funds.		
		49,578
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.		
Bonds payable	\$ (21,525,000)	
Net pension/OPEB liability	(1,761,591)	
Compensated absences	(224,815)	
Notes payable	(436,777)	
Leases payable	(25,442)	
Subscription liability	<u>(42,032)</u>	(24,015,657)
Accrued interest on long-term liabilities is not due and payable in the current period and therefore is not reported in the funds.		
		(567,079)
Other long term assets are not available to pay for current period expenditures and, therefore, not included in the funds.		
Net OPEB asset		668,512
Deferred outflows and inflows of resources related to pensions and debt issuance are applicable to future reporting periods and, therefore, are not reported in the funds.		
Deferred outflows	\$ 711,152	
Deferred inflows	<u>(556,593)</u>	154,559
Total net position of governmental activities		<u><u>\$ 174,659</u></u>

The accompanying notes are an integral part of the financial statements.

**CITY OF BISBEE, ARIZONA**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year ended June 30, 2025**

	General Fund	Streets Fund	Camp Naco Fund	Capital Improvement Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES</b>						
Taxes	\$ 4,053,574	\$ -	\$ -	\$ -	\$ 974,587	\$ 5,028,161
Licenses, permits and fees	303,502	-	-	-	-	303,502
Intergovernmental revenue	2,227,625	-	1,688,722	-	2,265,078	6,181,425
Charges for services	1,105,685	-	-	-	68,225	1,173,910
Administration	1,880,563	-	-	-	-	1,880,563
Fines and forfeitures	1,019	-	-	-	32,269	33,288
Investment earnings	229,629	-	-	-	7,004	236,633
Rent	60,651	-	-	-	12,142	72,793
Contributions	835	-	463,074	-	155,909	619,818
Insurance proceeds	8,903	-	-	-	-	8,903
Miscellaneous	17,706	-	-	6,957	425,952	450,615
<b>Total revenues</b>	<u>9,889,692</u>	<u>-</u>	<u>2,151,796</u>	<u>6,957</u>	<u>3,941,166</u>	<u>15,989,611</u>
<b>EXPENDITURES</b>						
General government	2,635,434	-	-	-	351,295	2,986,729
Public safety	5,019,832	-	-	-	119,065	5,138,897
Community development	-	-	-	120,000	624,258	744,258
Culture and recreation	657,816	-	830,057	-	329,704	1,817,577
Transportation	-	-	-	-	1,399,949	1,399,949
Capital outlay	-	-	1,321,739	3,155,532	1,740,128	6,217,399
Debt service:						
Principal	246,368	-	-	-	-	246,368
Interest	1,154,510	-	-	-	-	1,154,510
<b>Total expenditures</b>	<u>9,713,960</u>	<u>-</u>	<u>2,151,796</u>	<u>3,275,532</u>	<u>4,564,399</u>	<u>19,705,687</u>
<b>Excess of revenues over (under) expenditures</b>	<u>175,732</u>	<u>-</u>	<u>-</u>	<u>(3,268,575)</u>	<u>(623,233)</u>	<u>(3,716,076)</u>
<b>OTHER FINANCING SOURCES (USES)</b>						
Proceeds from the issuance of debt	399,170	-	-	-	-	399,170
Transfers out	(1,186,726)	-	-	-	(62,924)	(1,249,650)
Transfers in	26,786	-	-	697,790	634,996	1,359,572
<b>Total other financing sources (uses)</b>	<u>(760,770)</u>	<u>-</u>	<u>-</u>	<u>697,790</u>	<u>572,072</u>	<u>509,092</u>
<b>Net change in fund balances</b>	<u>(585,038)</u>	<u>-</u>	<u>-</u>	<u>(2,570,785)</u>	<u>(51,161)</u>	<u>(3,206,984)</u>
Fund balances, beginning, as previously stated	4,622,878	303,154	1,492	2,375,651	1,600,397	8,903,572
Adjustment-changes from major to non-major	-	(303,154)	-	-	303,154	-
<b>Fund balances, ending</b>	<u>\$ 4,037,840</u>	<u>\$ -</u>	<u>\$ 1,492</u>	<u>\$ (195,134)</u>	<u>\$ 1,852,390</u>	<u>\$ 5,696,588</u>

**CITY OF BISBEE, ARIZONA**  
**Reconciliation of the Statement of Revenues,**  
**Expenditures, and Changes in Fund Balances of Governmental Funds**  
**to the Statement of Activities**  
**Governmental Funds**  
**For the Year ended June 30, 2025**

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$	(3,206,984)
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense exceeded capital outlays in the current period.</p>		
Capital Outlay	\$	6,345,793
Depreciation Expense		<u>(905,058)</u>
		5,440,735
Revenues in the statement of activities that do not provide current financial resources are not reported in the funds.		1,926
The net effect of various miscellaneous transactions involving capital assets (i.e., sales and donations) is to decrease net position.		(5,820)
The repayment of the principal of long-term debt consumes the current financial resources of governmental funds and is recorded as an expenditure, but the repayment reduces long-term liabilities in the statement of net position.		246,368
<p>Issuance of long-term debt provides current financial resources in the governmental funds but increases long-term liabilities in the statement of net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities.</p>		
Issuance of long-term liabilities	\$	(399,170)
Original issue discount on bond amortization		<u>(6,533)</u>
		(405,703)
Accrued interest for long-term debt is not reported as an expenditure for the current period in the funds while it is recorded in the statement of activities.		2,031
<p>Pension/OPEB contributions are reported as expenditures in the governmental funds when made. However, they are reported as deferred outflows of resources in the Statement of Net Position because the net pension/OPEB liability is measured a year before the City's report date. Pension/OPEB expense, which is the change in the net pension/OPEB liability adjusted for changes in deferred outflows and inflows of resources related to pensions/OPEB, is reported in the Statement of Activities.</p>		
Pension/OPEB contributions	\$	257,193
Pension/OPEB expense		<u>(187,092)</u>
		70,101
<p>Compensated absences and other expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.</p>		
Compensated absences expense		<u>(19,356)</u>
Change in net position of governmental activities	\$	<u><u>2,123,298</u></u>

**CITY OF BISBEE, ARIZONA**  
**Statement of Net Position**  
**Proprietary Funds**  
**June 30, 2025**

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:	Business-type Activities - Enterprise Funds			
	Wastewater	Sanitation	Queen Mine	Total
Assets				
Current assets:				
Cash and cash equivalents	\$ 558,627	\$ 26,003	\$ 1,813,018	\$ 2,397,648
Receivables (net of allowance)	342,215	164,101	15,529	521,845
Inventory	-	-	103,877	103,877
Prepaid items	-	-	56,599	56,599
Due from other governments	27,000	-	-	27,000
Cash held by trustee	328,000	-	-	328,000
<b>Total Current Assets</b>	<b>1,255,842</b>	<b>190,104</b>	<b>1,989,023</b>	<b>3,434,969</b>
Noncurrent assets:				
Restricted cash and cash equivalents, noncurrent	82,743	-	-	82,743
Capital assets				
Land	47,660	-	-	47,660
Construction in progress	108,862	-	-	108,862
Buildings	552,933	-	264,711	817,644
Improvements other than buildings	29,411	-	-	29,411
Machinery and equipment	2,501,316	1,511,765	176,571	4,189,652
Infrastructure	34,972,401	-	-	34,972,401
Accumulated depreciation	(23,433,019)	(630,029)	(289,777)	(24,352,825)
Net Pension/OPEB Asset	9,188	15,490	11,804	36,482
<b>Total Noncurrent Assets</b>	<b>14,871,495</b>	<b>897,226</b>	<b>163,309</b>	<b>15,932,030</b>
<b>Total Assets</b>	<b>16,127,337</b>	<b>1,087,330</b>	<b>2,152,332</b>	<b>19,366,999</b>
Deferred outflows				
Deferred outflows related to pensions/OPEB	62,039	104,591	79,705	246,335
<b>Total Deferred outflows</b>	<b>62,039</b>	<b>104,591</b>	<b>79,705</b>	<b>246,335</b>
<b>Total assets and deferred outflows of resources</b>	<b>\$ 16,189,376</b>	<b>\$ 1,191,921</b>	<b>\$ 2,232,037</b>	<b>\$ 19,613,334</b>
<b>LIABILITIES AND DEFERRED INFLOWS OF RESOURCES:</b>				
Liabilities				
Current liabilities:				
Accounts payable	\$ 13,523	\$ 23,346	\$ 14,169	\$ 51,038
Accrued wages and benefits	5,983	9,882	12,644	28,509
Accrued interest payable	9,096	-	-	9,096
Customer deposits	-	-	428	428
Compensated absences - current	5,528	7,002	20,604	33,134
Current portion - long-term liabilities	433,975	115,042	-	549,017
<b>Total Current Liabilities</b>	<b>468,105</b>	<b>155,272</b>	<b>47,845</b>	<b>671,222</b>
Non-current liabilities:				
Compensated absences	614	778	2,289	3,681
Net pension/OPEB liability	257,268	433,717	330,524	1,021,509
Long-term liabilities, net of current portion	6,180,520	118,660	-	6,299,180
<b>Total non-current liabilities</b>	<b>6,438,402</b>	<b>553,155</b>	<b>332,813</b>	<b>7,324,370</b>
<b>Total Liabilities</b>	<b>6,906,507</b>	<b>708,427</b>	<b>380,658</b>	<b>7,995,592</b>
Deferred Inflows				
Deferred inflows related to pensions/OPEB	21,109	35,587	27,120	83,816
<b>Total deferred inflows</b>	<b>21,109</b>	<b>35,587</b>	<b>27,120</b>	<b>83,816</b>
<b>Total liabilities and deferred inflows of resources</b>	<b>6,927,616</b>	<b>744,014</b>	<b>407,778</b>	<b>8,079,408</b>
<b>NET POSITION:</b>				
Net investment in capital assets	8,165,069	648,034	151,505	8,964,608
Restricted for debt service	82,743	-	-	82,743
Unrestricted (deficit)	1,013,948	(200,127)	1,672,754	2,486,575
<b>Total net position (deficit)</b>	<b>9,261,760</b>	<b>447,907</b>	<b>1,824,259</b>	<b>11,533,926</b>
<b>Total liabilities, deferred inflows of resources and net position</b>	<b>\$ 16,189,376</b>	<b>\$ 1,191,921</b>	<b>\$ 2,232,037</b>	<b>\$ 19,613,334</b>

The accompanying notes are an integral part of the financial statements.

**CITY OF BISBEE, ARIZONA**  
**Statement of Revenues, Expenses, and Changes in Net Position**  
**Proprietary Funds**  
**For the Year Ended June 30, 2025**

	Business-type Activities - Enterprise Funds			
	Wastewater	Sanitation	Queen Mine	Total
<b>Operating revenues:</b>				
Taxes	\$ 562,703	\$ -	\$ -	\$ 562,703
Charges for services	2,026,652	1,204,865	1,369,243	4,600,760
Customer penalties and interest	41,097	-	-	41,097
Other revenues	18,592	-	-	18,592
<b>Total operating revenues</b>	<b>2,649,044</b>	<b>1,204,865</b>	<b>1,369,243</b>	<b>5,223,152</b>
<b>Operating expenses:</b>				
Salaries, wages and benefits	281,240	456,150	551,036	1,288,426
Administration	1,472,818	429,069	256,507	2,158,394
Supplies	55,404	10,294	277,440	343,138
Repairs and maintenance	91,010	129,214	15,598	235,822
Utilities	124,133	5,982	31,930	162,045
Depreciation	1,279,760	161,878	20,649	1,462,287
<b>Total operating expenses</b>	<b>3,304,365</b>	<b>1,192,587</b>	<b>1,153,160</b>	<b>5,650,112</b>
<b>Net operating income (loss)</b>	<b>(655,321)</b>	<b>12,278</b>	<b>216,083</b>	<b>(426,960)</b>
<b>Non-operating revenues (expenses):</b>				
Interest income	658	80	-	738
Interest expense and fiscal charges	(275,405)	(11,378)	-	(286,783)
<b>Total non-operating revenue (expense)</b>	<b>(274,747)</b>	<b>(11,298)</b>	<b>-</b>	<b>(286,045)</b>
<b>Income (loss) before contributions and transfers</b>	<b>(930,068)</b>	<b>980</b>	<b>216,083</b>	<b>(713,005)</b>
Transfers out	(66,001)	(22,201)	(21,720)	(109,922)
<b>Change in net position</b>	<b>(996,069)</b>	<b>(21,221)</b>	<b>194,363</b>	<b>(822,927)</b>
Total net position, beginning	10,257,829	469,128	1,629,896	12,356,853
<b>Total net position, ending</b>	<b>\$ 9,261,760</b>	<b>\$ 447,907</b>	<b>\$ 1,824,259</b>	<b>\$ 11,533,926</b>

The accompanying notes are an integral part of the financial statements.

**CITY OF BISBEE, ARIZONA**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended June 30, 2025**

	Business-type Activities - Enterprise Funds			
	Wastewater	Sanitation	Queen Mine	Total
<b>Cash flows from operating activities:</b>				
Cash received from customers, service fees	\$ 2,105,444	\$ 1,369,256	\$ 1,362,413	\$ 4,837,113
Cash received from customers, other	622,392	-	-	622,392
Cash paid to suppliers	(1,849,349)	(596,424)	(577,516)	(3,023,289)
Cash paid to employees	(270,493)	(508,576)	(511,052)	(1,290,121)
Net cash flows from operating activities	<u>607,994</u>	<u>264,256</u>	<u>273,845</u>	<u>1,146,095</u>
<b>Cash flows from noncapital financing activities:</b>				
Transfers (to)/from other funds	(66,001)	(22,201)	(21,720)	(109,922)
Change in due to/due from	85,359	(85,359)	-	-
Net cash flows from noncapital financing activities	<u>19,358</u>	<u>(107,560)</u>	<u>(21,720)</u>	<u>(109,922)</u>
<b>Cash flows from capital and related financing activities:</b>				
Change in deferred outflows - debt refunding	26,930	-	-	26,930
Purchase of capital assets	(66,056)	(8,026)	(6,050)	(80,132)
Principal paid on long-term liabilities	(417,639)	(111,369)	-	(529,008)
Interest paid	(395,080)	(11,378)	-	(406,458)
Net cash flows from capital and related financing activities	<u>(851,845)</u>	<u>(130,773)</u>	<u>(6,050)</u>	<u>(988,668)</u>
<b>Cash flows from investing activities:</b>				
Investment income/(loss)	658	80	-	738
Net cash flows from investing activities	<u>658</u>	<u>80</u>	<u>-</u>	<u>738</u>
Net change in cash and cash equivalents	(223,835)	26,003	246,075	48,243
Cash and cash equivalents, including restricted cash, beginning of year	1,193,205	-	1,566,943	2,760,148
<b>Cash and cash equivalents, including restricted cash, end of year</b>	<u>\$ 969,370</u>	<u>\$ 26,003</u>	<u>\$ 1,813,018</u>	<u>\$ 2,808,391</u>
<b>Reconciliation of operating income to net cash flows from operating activities:</b>				
Net operating income	\$ (655,321)	\$ 12,278	\$ 216,083	\$ (426,960)
Adjustments to reconcile net income to net cash provided by operating activities:				
Depreciation	1,279,760	161,878	20,649	1,462,287
Net pension/OPEB expense	8,358	(52,154)	34,130	(9,666)
Changes in operating assets and liabilities:				
(Increase)/Decrease in receivables	78,792	164,391	(6,830)	236,353
(Increase)/Decrease in inventory	-	-	17,444	17,444
(Increase)/Decrease in prepaid items	-	-	(18,344)	(18,344)
Increase/(Decrease) in accounts payable	(105,984)	(21,865)	4,859	(122,990)
employee benefits	1,537	1,844	2,346	5,727
Increase/(Decrease) in compensated absences	852	(2,116)	3,508	2,244
Net cash flows from operating activities	<u>\$ 607,994</u>	<u>\$ 264,256</u>	<u>\$ 273,845</u>	<u>\$ 1,146,095</u>

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1.            Summary of Significant Accounting Policies**

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The financial statements of the City of Bisbee, Arizona have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

**Description of government-wide financial statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. All fiduciary activities are reported only in the fund financial statements. *Governmental activities*, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. Likewise, when applicable, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

**Reporting Entity**

The City is a municipal entity governed by an elected mayor and council and provides the following services as authorized by general law: public safety, highways and streets, parks and recreation, planning and zoning, and general administrative services. As required by accounting principles generally accepted in the United States of America, these financial statements present the City and its component units, entities for which the City is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the City's operations and so data from these units are combined with data of the City, the primary government.

The financial reporting entity consists of a primary government and its component units. A component unit is a legally separate entity that must be included in the reporting entity in conformity with generally accepted accounting principles. The City is a primary government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. Furthermore, component units combined with the City for financial statement presentation purposes, and the City, are not included in any other governmental reporting entity. Consequently, the City's financial statements include the funds of those organizational entities for which its elected governing body is financially accountable.

The following is a brief review of the component units included in defining the City's reporting entity. There are no discretely presented component units and one blended component units.

Blended component units included within the reporting entity:

The **City of Bisbee Municipal Property Corporation (BMPC)** is governed by a three-member board appointed by the City Council. Although it is legally separate from the City, the BMPC is reported as if it were part of the primary government because its sole purpose is to finance and construct two of the City's public buildings projects. The BMPC's debt is reported as part of the City's long-term debt. Separate financial statements for the BMPC are not prepared.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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**Basis of presentation – government-wide financial statements**

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds and internal service funds, while business-type activities incorporate data from the City's enterprise funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's water and wastewater functions and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

**Basis of presentation – fund financial statements**

The fund financial statements provide information about the City's funds, including the blended component unit. Separate statements for each fund category—governmental and proprietary are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

The **General Fund** is the City's primary operating fund. It accounts for all financial resources of the general government, except for those accounted for in another fund.

The **Camp Naco Fund** accounts for the restoration activities of Camp Naco.

The **Capital Improvement Fund** accounts for certain capital improvement projects of the City.

The City reports the following major enterprise funds:

The **Wastewater Fund** accounts for the operations, maintenance, and construction of the City-owned wastewater system.

The **Sanitation Fund** accounts for the operations, maintenance, and construction projects of the City-owned sanitation system.

The **Queen Mine Fund** accounts for the operations, maintenance, and construction projects of the City-owned Queen Mine.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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During the course of operations the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as internal balances in the business-type activities column.

**Measurement focus and basis of accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement* focus and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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Property taxes, sales taxes, state shared revenues, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the City.

The proprietary funds are reported using the *economic resources measurement* focus and the *accrual basis of accounting*.

**Assets, liabilities, deferred outflows/inflows of resources, and net position/fund balance**

***Deposits and Investments***

For the purposes of the statement of cash flows, the City considers only those highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Restricted cash and cash equivalents include amounts the City is contractually required to maintain in a separate bank account for purposes of debt service on the WIFA note payable (see footnote 7), and for repairs, maintenance, and capital improvements to the City's wastewater treatment plant.

All investments are carried at fair value with unrealized gains and losses recorded as adjustments to interest earnings. Fair market values are based on quoted market prices. The reported value of the state treasurer's pool is the same as the fair value of the pool shares. Investment earnings is composed of interest, dividends, and net changes in the estimated fair value of applicable investments.

Arizona Revised Statutes (A.R.S) authorize the City to invest public monies in the State Treasurer's investment pool; obligations issued or guaranteed by the United States or any of the senior debt of its agencies, sponsored agencies, corporations, sponsored corporations, or instrumentalities; specified state and local government bonds, notes, and other evidences of indebtedness; interest-earning investments such as savings accounts, certificates of deposit, and repurchase agreements in eligible depositories; specified commercial paper issued by corporations organized and doing business in the United States; specified bonds, debentures, notes, and other evidences of indebtedness that are denominated in United States dollars; and certain open-end and closed-end mutual funds, including exchange traded funds. In addition, the City may invest trust funds in certain fixed income securities of corporations doing business in the United States or District of Columbia.

***Receivables and Payables***

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "Internal balances" in the Statement of Net Position and as "Due to" or "Due from" other funds in the fund financial statements. All trade accounts receivable in the General Fund and proprietary funds are shown net of an allowance for doubtful accounts.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1.            Summary of Significant Accounting Policies, Continued**

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The allowance for doubtful accounts in the proprietary funds is estimated at 63% of the accounts receivable balance. The accounts receivable balance includes the accounts of customers on payment plans and accounts with liens placed on properties.

***Inventories and Prepaid Items***

The costs of governmental fund-type inventories are recorded as expenditures when purchased rather than when consumed when insignificant. Significant inventories are expensed when consumed. Governmental fund type inventory consists of fuel, and properties held for sale. Inventories for the proprietary funds consist principally of materials used in the repair of the distribution, collection and treatment systems and are valued at the lower of cost (first-in, first-out) or market.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

***Capital Assets***

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activity columns in the government-wide financial statements. Capital assets are defined by the City as assets with an individual cost of more than \$3,000 and an estimated useful life in excess of one year. Capitalized assets are recorded at cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Land and construction in progress are not depreciated. Depreciation for other property, plant, equipment, and infrastructure is computed using the straight-line method over the following estimated useful lives:

Building	5 to 50 years
Improvements other than buildings	5 to 30 years
Airport	5 to 40 years
Machinery and equipment	3 to 20 years
Infrastructure	5 to 40 years

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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***Deferred outflows/inflows of resources***

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. The City has two types of items that qualify for reporting in this category. Pension/OPEB related items reported on the government-wide and proprietary fund financial statements. See footnote 10 for more information. The other items are debt related issuance/refunding costs which are deferred and amortized over the life of the underlying liability in the government-wide statements.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three types of items that qualify for reporting in this category. Pension/OPEB related items reported on the government-wide and proprietary fund financial statements. See footnote 10 for more information. The City also reports a deferral related to the lease receivable on the government-wide and governmental fund statements. See footnote 8 for more information. Another item, which arises only under a modified accrual basis of accounting, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from one source: property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

***Postemployment benefits***

For purposes of measuring the net pension and other postemployment benefits (OPEB) assets and liabilities, deferred outflows of resources and deferred inflows of resources related to pensions and OPEB, and pension and OPEB expense, information about the plan's fiduciary net position of the Arizona State Retirement System (ASRS) and the Arizona Public Safety Personnel Retirement System (PSPRS), and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by ASRS and PSPRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

***Net position flow assumption***

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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***Fund balance flow assumptions***

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

***Fund balance policies***

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The classifications are based on the relative strength of the constraints that control how the specific amounts can be spent. The classifications are nonspendable, restricted, and unrestricted, which includes committed, assigned, and unassigned fund balances classifications. The City itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The governing council is the highest level of decision-making authority for the City that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as committed. The council has authorized the City Manager to assign fund balance. The council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Unassigned fund balance is a residual classification of the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to a specific purpose within the General Fund

When an expenditure is incurred that can be paid from either restricted or unrestricted fund balances, it is the City's policy to use restricted fund balance first. For the disbursement of unrestricted fund balances, it is the City's policy to use committed amounts first, followed by assigned amounts, and lastly unassigned amounts.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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***Leases and Subscription-Based Information Technology Arrangements***

Lessee: The City is a lessee for a noncancellable lease of equipment. The City recognizes a lease liability and an intangible right-to-use lease asset (lease asset) in the government-wide financial statements. The City recognizes lease liabilities with an initial, individual value of \$3,000 or more.

At the commencement of a lease, the City initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized on a straight-line basis over its useful life.

Key estimates and judgments related to leases include how the City determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The City uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the City is reasonably certain to exercise.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported with other capital assets and lease liabilities are reported with long-term debt on the statement of net position.

Lessor: The City is a lessor for a noncancellable lease of a building. The City recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the City determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The City uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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The City monitors changes in circumstances that would require a remeasurement of its lease, and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

Subscription-based information technology arrangements: The City recognizes a subscription liability and an intangible right-to-use subscription asset in the government-wide financial statements. The City recognizes subscription liabilities with an initial, individual value of \$3,000 or more. The City uses its estimated incremental borrowing rate to measure subscription liabilities unless it can readily determine the interest rate implicit in the arrangement.

**Revenues and expenditures/expenses**

***Program revenues***

Amounts reported as program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

***Property taxes***

Property tax revenues are recognized as revenues in the year collected or if collected within 60 days thereafter unless they are prepaid. Property taxes not collected within 60 days subsequent to the fiscal-year end or collected in advance of the fiscal year for which they are levied are reported as deferred revenues. Cochise County levies real property taxes on or before the third Monday in August, which become due and payable in two equal installments on October 1 of the current year and March 1 of the subsequent year. Taxes become delinquent after the first business day of November and May, respectively. Interest attaches on installments after the delinquency date.

The County also levies various personal property taxes during the year. A lien against property assessed attaches on the first day of January preceding the assessment and levy.

***Compensated Absences***

Compensated absences consist of paid time off, which can be used as vacation or sick leave. Fire Department employees may accumulate up to 312 hours of paid time off depending on years of service. The City's non-exempt and other exempt employees may accumulate up to 208 and 247 hours of vacation, respectively, depending on years of service. Any paid time off in excess of the maximum amount this is unused at year-end is forfeited. An employee may be allowed to carry forward paid time off to the first six months of the following year if staffing shortages prevent the employee from utilizing their paid time off. An employee taking leave for a serious illness of a family member under the Family Medical Leave Act may use the paid time off as part of the unpaid 12 week period allowed by law.

All vacation is accrued when incurred in the government-wide and proprietary fund financial statements. For governmental funds amounts of accumulated vacation and compensatory time that are not expected to

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 1. Summary of Significant Accounting Policies, Continued**

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be liquidated with expendable available financial resources are reported as liabilities in the government-wide statement of net position and as expenses in the government-wide statement of activities. No expenditures are reported for these amounts in the fund financial statements.

***Proprietary funds operating and nonoperating revenues and expenses***

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the wastewater fund, sanitation fund, and Queen Mine fund are charges to customers for sales and services. The wastewater funds also recognize as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Tax Abatements**

The City has not entered into any tax abatement agreements and the City is not aware of any tax abatement agreements that have been entered into by other governments that would reduce the City's tax revenues.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

**New Pronouncements**

In fiscal year 2025, the City implemented the provisions of GASB Statement No. 101, *Compensated Absences*. This statement requires the City to recognize a liability for accumulated unpaid vacation, sick, and comp time. The liability has been estimated based on if the unused leave is, 1) attributable to services already rendered, 2) the benefits accumulate, and 3) if it is more likely than not that the unused leave will be utilized. The implementation of GASB statement 101 did not result in a significant change to accrued compensated absences, therefore an adjustment to beginning net position was not reported.

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**Note 2. Reconciliation of Government-Wide and Fund Financial Statements**

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The governmental fund balance sheet includes a reconciliation between total governmental fund balances and net position of governmental activities as reported in the government-wide statement of net position. This difference primarily results from the long-term economic focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheets. The details of these differences are reported in the reconciliation on page 22.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 2. Reconciliation of Government-Wide and Fund Financial Statements, Continued**

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The governmental fund statement of revenues, expenditures, and changes in fund balance includes reconciliation between net changes in fund balances-total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. These differences are the result of converting from the current resources measurement focus and modified accrual basis for governmental fund statements to the economic resources measurement focus and full accrual basis used for government-wide statements. The details of these differences are reported in the reconciliation on page 24.

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**Note 3. Stewardship, Compliance, and Accountability**

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Stewardship, compliance, and accountability are key concepts in defining the responsibilities of the City. The use of budgets and monitoring of equity status facilitate the City's compliance with legal requirements.

**Budgets and Budgetary Accounting**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at year end. The City Council follows these procedures in establishing the budgetary data reflected in the financial statements:

1. In accordance with Arizona Revised Statutes, the City Manager submits a proposed budget for the fiscal year commencing the following July 1 to the City Council. The operating budget includes proposed expenditures and the means of financing them for the upcoming year.
2. Public hearings are conducted to obtain taxpayer comment.
3. Prior to the first of September, the expenditure limitation for the City is legally enacted through passage of a resolution. To ensure compliance with the expenditure limitation, a uniform expenditure report must be filed with the State each year. This report, issued under a separate cover, reconciles total City expenditures from the audited financial statements to total expenditures for reporting in accordance with the State's uniform expenditure reporting system (A.R.S. §41-1279.07).
4. State law requires that, prior to April 1, the Economic Estimates Commission provide the City with a final expenditure limit for the coming fiscal year.
5. Expenditures may not legally exceed the expenditure limitation of all fund types as a whole. For management purposes, the City adopts a budget by department for the General Fund and in total by fund for other funds. The City Council has adopted a budget transfer policy and all amendments must be done in accordance with this policy.
6. The City has adopted budgets in accordance with A.R.S. requirements and utilizes the budgets as a management control device during the year for the General, Special Revenue, Capital Projects, Debt Service, and Enterprise funds. The budgets are prepared on essentially the same modified accrual basis of accounting used to record actual revenues and expenditures.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 3. Stewardship, Compliance, and Accountability, Continued**

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The City is subject to the State of Arizona's Spending Limitation Law for Towns and Cities. This law does not permit the City to spend more than budgeted revenues plus the carry-over unrestricted cash balance from the prior fiscal year. The limitation is applied to the total of the combined funds. The City complied with this law during the year.

Supplementary budgetary appropriations were made during the year ended June 30, 2025.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation for future years, is not employed by the City.

**Expenditures over Appropriations**

Expenditures may not legally exceed budgeted appropriations at the department level. The individual Statements of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual reports as listed in the table of contents present all of the departments which incurred an excess of expenditures/expenses over appropriations for the year ended June 30, 2025, if any.

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**Note 4. Deposits and Investments**

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A reconciliation of cash and investments as shown on the statement of net position is as follows:

Cash and cash equivalents	\$ 6,630,466
Restricted cash and cash equivalents	82,743
Cash with fiscal agent	1,160,079
Investments	<u>652,242</u>
	<u>\$ 8,525,530</u>

For purposes of its statement of cash flows, the City considers only those highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Restricted cash and cash equivalents includes amounts the City is contractually required to maintain in a separate bank account for purposes of debt service on the WIFA note payable (see Note 7). Cash with fiscal agent are debt payments that were in transit at fiscal year end.

**Deposits**

*Custodial Credit Risk*

For deposits this is the risk that in the event of a bank failure, the City's deposit may not be returned to it. Statutes require collateral for deposits at 102 percent of all deposits federal depository insurance does not cover. At year end, the carrying amount of the City's deposits was \$7,873,287 and the bank balance was \$8,114,049. The bank balance was fully covered by FDIC coverage or collateral held by the pledging financial institution in the City's name.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 4. Deposits and Investments, Continued**

**Investments**

The Arizona State Treasurer’s Office operates the Local Government Investment Pool (LGIP) with no regulatory oversight. The LGIP is available for investment of funds administered by any Arizona Public Treasurer.

The LGIP is not registered with the SEC as an investment company. The State Board of Investments provides oversight for the State Treasurer’s investment pools. Deposits in the LGIP are not insured or otherwise guaranteed by the State of Arizona, and participants share proportionally in any realized gain or losses on investments.

The provisions of State law (A.R.S. 35-323) govern the investment of funds in excess of \$100,000. A.R.S. 35-323 allows for investment in certificates of deposit, interest bearing savings accounts, repurchase agreements with a maximum maturity of 180 days, pooled investment funds established by the State Treasurer, obligations guaranteed by the United States, bonds of the State of Arizona or other local municipalities, commercial paper of prime quality that is rated “P1” by Moody’s investors or “A1” by Standard and Poor’s rating service, and bonds, debentures or notes that are issued by corporations organized and doing business in the United States subject to certain restrictions. For investments of less than \$100,000, procedures as specified by local ordinance or resolution must be followed.

As of June 30, 2025, the carrying amount of the City’s deposits and investments are as follows:

	Fair Value	Credit Rating (1)	Weighted Average Maturity (Days) (2)
<b>Deposits:</b>			
Cash on hand	\$ 1,500	N/A	N/A
Cash in bank	6,711,708	N/A	N/A
Cash with fiscal agent	1,160,079		
<b>Investments:</b>			
Local government investment pool 5	652,242	AAA	36.5
	<b>\$ 8,525,530</b>		

\* The fair value of the City’s position in each pool is the same as the value of the pool shares.

(1) Ratings are provided where applicable to indicate associated Credit Risk. N/A indicates not applicable.

(2) Interest Rate Risk is estimated using the weighted average days to maturity.

**Credit risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The City’s policy for reducing its exposure to credit risk is to comply with State law (A.R.S. 35-323). A.R.S. 35-323 limits investment in commercial paper and corporate bonds to the top ratings issued by nationally recognized statistical rating organizations such as Standard & Poor’s and Moody’s Investor Services.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 4. Deposits and Investments, Continued**

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**Interest rate risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The City's policy for managing its exposure to fair value loss arising from increasing interest rates is to comply with the provisions of State law (A.R.S. 35- 323). A.R.S. 35-323 requires that the City's investment portfolio maturities do not exceed five years from the time of purchase.

**Fair value measurements**

As noted above, the City holds investments that are measured at fair value on a recurring basis. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The state treasurer's investment pool, as listed above, are valued using quoted prices that are observable for the assets (Level 2 inputs).

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**Note 5. Restricted Assets**

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Restricted assets consisted of the following cash reserves at June 30, 2025:

**Business-Type Activities:**

Wastewater Fund:

Reserve for debt service WIFA Solar	<u>\$ 82,743</u>
Total Business-Type Activities	<u><u>\$ 82,743</u></u>

*This section intentionally left blank.*

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 6. Capital Assets**

The following table summarizes the changes to capital assets for governmental activities during the year:

	Balance June 30, 2024	Additions	Disposals	Transfers	Balance June 30, 2025
<b>Governmental Activities</b>					
Capital assets not being depreciated/amortized:					
Land	\$ 569,830	\$ -	\$ -	\$ -	\$ 569,830
Construction in progress	2,886,883	5,327,843	-	(723,348)	7,491,378
Total capital assets not being depreciated	<u>3,456,713</u>	<u>5,327,843</u>	<u>-</u>	<u>(723,348)</u>	<u>8,061,208</u>
Capital assets being depreciated/amortized:					
Buildings	3,651,879	8,623	-	311,040	3,971,542
Improvements other than buildings	819,728	8,452	-	-	828,180
Airport	353,882	-	-	-	353,882
Machinery and equipment	6,375,788	924,521	(386,791)	412,308	7,325,826
Infrastructure	10,149,330	-	-	-	10,149,330
Intangibles:					
Right-to-use subscription assets	7,950	76,354	-	-	84,304
Right-to-use lease assets:					
Machinery and equipment	46,912	-	-	-	46,912
Total capital assets being depreciated/amortized	<u>21,405,469</u>	<u>1,017,950</u>	<u>(386,791)</u>	<u>723,348</u>	<u>22,759,976</u>
Less: Accumulated depreciation/amortization					
Buildings	(2,416,848)	(95,805)	-	-	(2,512,653)
Improvements other than buildings	(723,591)	(11,781)	-	-	(735,372)
Airport	(340,498)	(2,187)	-	-	(342,685)
Machinery and equipment	(4,169,742)	(428,151)	380,971	-	(4,216,922)
Infrastructure	(4,438,892)	(331,407)	-	-	(4,770,299)
Intangibles:					
Right-to-use subscription assets	(6,048)	(26,344)	-	-	(32,392)
Right-to-use lease assets:					
Machinery and equipment	(13,320)	(9,383)	-	-	(22,703)
Total accumulated depreciation/amortization	<u>(12,108,939)</u>	<u>(905,058)</u>	<u>380,971</u>	<u>-</u>	<u>(12,633,026)</u>
Total assets being depreciated/amortized, net	<u>9,296,530</u>	<u>112,892</u>	<u>(5,820)</u>	<u>723,348</u>	<u>10,126,950</u>
Governmental capital assets, net	<u>\$ 12,753,243</u>	<u>\$ 5,440,735</u>	<u>\$ (5,820)</u>	<u>\$ -</u>	<u>\$ 18,188,158</u>

Depreciation/amortization expense was charged to the functions/programs of the City as follows:

<b>Governmental activities</b>	
General government	\$ 30,880
Public safety	338,756
Public works	209,960
Transportation	215,396
Culture and recreation	110,066
Total governmental activities depreciation/amortization	<u>\$ 905,058</u>

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 6. Capital Assets, Continued**

The following table summarizes the changes to capital assets for business-type activities during the year:

	Balance June 30, 2024	Additions	Disposals	Transfers	Balance June 30, 2025
<b>Business-Type Activities</b>					
Capital assets not being depreciated:					
Land	\$ 47,660	\$ -	\$ -	\$ -	\$ 47,660
Construction in progress	226,810	30,838	-	(148,786)	108,862
Total capital assets not being depreciated	<u>274,470</u>	<u>30,838</u>	<u>-</u>	<u>(148,786)</u>	<u>156,522</u>
Capital assets being depreciated:					
Buildings	808,563	-	-	9,081	817,644
Improvements other than buildings	29,411	-	-	-	29,411
Machinery and equipment	4,048,383	1,565	-	139,705	4,189,653
Infrastructure	34,924,672	47,729	-	-	34,972,401
Total capital assets being depreciated	<u>39,811,029</u>	<u>49,294</u>	<u>-</u>	<u>148,786</u>	<u>40,009,109</u>
Less: Accumulated depreciation					
Buildings	(308,601)	(21,949)	-	-	(330,550)
Improvements other than buildings	(16,265)	(1,095)	-	-	(17,360)
Machinery and equipment	(1,866,015)	(327,860)	-	-	(2,193,875)
Infrastructure	(20,699,655)	(1,111,383)	-	-	(21,811,039)
Total accumulated depreciation	<u>(22,890,537)</u>	<u>(1,462,287)</u>	<u>-</u>	<u>-</u>	<u>(24,352,824)</u>
Total assets being depreciated, net	<u>16,920,492</u>	<u>(1,412,993)</u>	<u>-</u>	<u>148,786</u>	<u>15,656,285</u>
Business-type capital assets, net	<u>\$ 17,194,962</u>	<u>\$ (1,382,155)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,812,807</u>

Depreciation expense was charged to the functions/programs of the City as follows:

<b>Business-type activities</b>	
Wastewater	\$ 1,279,760
Sanitation	161,878
Queen Mine	20,649
Total business-type activities depreciation	<u>\$ 1,462,287</u>

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 7. Long-Term Liabilities**

The following is a summary of changes in long-term obligations for the current fiscal year:

	<u>Balance June 30, 2024</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance June 30, 2025</u>	<u>Current Portion</u>
<b>Governmental Activities:</b>					
Notes payable from direct borrowings:					
Notes payable	\$ 190,476	\$ 353,752	\$ (107,451)	\$ 436,777	\$ 84,240
Bonds payable from direct placement:					
Pledged Revenue Obligation, Taxable Series 2022	21,650,000	-	(125,000)	21,525,000	265,000
Leases payable	34,144	-	(8,702)	25,442	7,718
Subscription liability	1,829	45,418	(5,215)	42,032	887
Net Pension/OPEB Liability	1,813,209	-	(51,618)	1,761,591	-
Accrued Compensated Absences	205,459	19,356	-	224,815	202,400
<b>Total Governmental Activity     Long-Term Liabilities</b>	<u>\$ 23,895,117</u>	<u>\$ 418,526</u>	<u>\$ (297,986)</u>	<u>\$ 24,015,657</u>	<u>\$ 560,245</u>
<b>Business-Type Activities:</b>					
<b>Notes Payable:</b>					
Notes payable from direct borrowings:					
WIFA Loan 910160-14 (Solar)	\$ 666,129	\$ -	\$ (58,128)	\$ 608,001	\$ 59,867
Notes Payable	481,076	-	(155,880)	325,196	161,150
<b>Total Notes Payable</b>	<u>1,147,205</u>	<u>-</u>	<u>(214,008)</u>	<u>933,197</u>	<u>221,017</u>
<b>Revenue Bonds:</b>					
Bonds payable from direct placement:					
Pledged Revenue Obligation, Series 2018	6,230,000	-	(315,000)	5,915,000	328,000
<b>Total Revenue Bonds</b>	<u>6,230,000</u>	<u>-</u>	<u>(315,000)</u>	<u>5,915,000</u>	<u>328,000</u>
<b>Other Business-Type Obligations</b>					
Net Pension/OPEB Liability	933,647	87,862	-	1,021,509	-
Accrued Compensated Absences	34,571	2,244	-	36,815	33,134
<b>Total Other Business-Type Obligations</b>	<u>968,218</u>	<u>90,106</u>	<u>-</u>	<u>1,058,324</u>	<u>33,134</u>
<b>Total Business-Type Activity     Long-Term Liabilities</b>	<u>\$ 8,345,423</u>	<u>\$ 90,106</u>	<u>\$ (529,008)</u>	<u>\$ 7,906,521</u>	<u>\$ 582,151</u>
<b>Total Long-Term Liabilities</b>	<u>\$ 32,240,540</u>	<u>\$ 508,632</u>	<u>\$ (826,994)</u>	<u>\$ 31,922,178</u>	<u>\$ 1,142,396</u>

Generally, resources from the General fund are used to liquidate pension liabilities and compensated absences for governmental activities.

**Revenue Bonds**

In May 2022 the City issued the Pledged Revenue Obligation, Taxable Series 2022, totaling \$21,650,000, to fund the PSPRS unfunded net pension liabilities for police and fire. In the event of default, the Trustee may take whatever action under the law to collect past due amounts, but under no circumstances will payments be accelerated.

In June 2018 the City issued the Pledged Revenue Obligation, Series 2018 totaling \$7,640,000, to refund two USDA loans and a WIFA loan. In the event of default, the Trustee may take whatever action under the law to collect past due amounts, but under no circumstances will payments be accelerated.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 7. Long-Term Liabilities, Continued**

**Notes Payable**

The City received loans from the Water Infrastructure Financing Authority (WIFA) and the United States Department of Agriculture (USDA) for the rehabilitation of wastewater collection lines and facilities. The debt is secured by, and to be repaid from, amounts levied against the property owners benefited by this construction. In the event that a deficiency exists because of unpaid or delinquent special assessments at the time a debt service payment is due, the City must provide resources to cover the deficiency until other resources are received. In addition to the WIFA loans, the City has received equipment loans which are included on the following page.

**Leases Payable**

The City has obtained the right to use copiers under the provisions of various lease agreements. The total amount of lease assets and the related accumulated amortization are as follows:

Total intangible right-to-use lease assets	\$ 46,912
Less: accumulated amortization	<u>(22,703)</u>
Carrying value	<u><u>\$ 24,209</u></u>

The following schedule details the minimum lease payments to maturity for the City's leases payable at June 30, 2025:

Year Ending June 30,	<b>Governmental activities</b>	
	Leases Payable	
	Principal	Interest
2026	\$ 7,718	\$ 1,712
2027	6,257	1,220
2028	6,772	705
2029	<u>4,695</u>	<u>172</u>
	<u><u>\$ 25,442</u></u>	<u><u>\$ 3,808</u></u>

**Subscription Based Information Technology Arrangements (SBITAs)**

The City has obtained the right to use various software under the provisions of a subscription-based information technology arrangement. The total amount of subscription assets is \$84,304 and accumulated amortization is \$32,392.

The following schedule details the minimum subscription payments to maturity for the City's subscriptions liability at June 30, 2025:

Year Ending June 30,	<b>Governmental activities</b>	
	SBITAs	
	Principal	Interest
2026	\$ 15,998	\$ 2,558
2027	11,498	1,597
2028	6,937	886
2029	<u>7,599</u>	<u>458</u>
	<u><u>\$ 42,032</u></u>	<u><u>\$ 5,499</u></u>

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 7. Long-Term Liabilities, Continued**

Long-term liability activity for the primary government at June 30, 2025 is comprised of the following issues:

**Notes payable from direct borrowings - Governmental-type activities:**

Note payable to the Catepillar Financial Services Corporation, due in annual principal installments ranging from \$1,985 to \$12,903, bearing interest annually at 2.99% maturing November 30, 2026, secured by equipment.	\$ 13,632
Note payable to the Enterprise Fleet Management, due in monthly installments of \$5,420 bearing interest annually ranging from 0.39% to 3.61% maturing between 48 and 60 months after inception, secured by vehicles.	902
Note payable to Leasing Specialists, LLC, due in annual installments of \$17,934 bearing interest annually at 6.101%, maturing May 10, 2027, secured by a vehicle.	33,274
Note payable to De Lage Landen Public Finance LLC, due in semi-annual installments of \$6,620 bearing interest annually at 7.103%, maturing January 1, 2028 secured by vehicles.	35,217
Note payable to Holman Capital Corporation, due in semi-annual installments of \$31,542 bearing interest annually at 5.559%, maturing June 6, 2032 secured by vehicles.	<u>353,752</u>
Total notes payable from direct borrowings - governmental-type activities	436,777

**Notes payable from direct borrowings - Business-type activities:**

Note payable to the Water Infrastructure Finance Authority of Arizona (WIFA), due in annual principal installments ranging from \$45,915 to \$75,791, bearing interest semi-annually at 1.492%, maturing July 1, 2033. Secured by revenues of the City's wastewater fund.	608,001
Note payable to Santander Bank, due in annual principal installments ranging from \$81,257 to \$245,000, bearing interest annually at 3.29%, maturing May 21, 2027, secured by equipment.	196,694
Note payable to Santander Bank, due in annual principal installments ranging from \$15,446 to \$18,807, bearing interest annually at 3.34%, maturing June 19, 2027, secured by equipment.	37,008
Note payable to Zions Bank, due in annual principal installments ranging from \$22,752 to \$30,172, bearing interest semi-annually at 3.23%, maturing August 1, 2027, secured by equipment.	61,583
Note payable to the Catepillar Financial Services Corporation, due in annual principal installments ranging from \$1,248 to \$8,625, bearing interest annually at 2.99% maturing January 20, 2027, secured by equipment.	9,112
Note payable to the Catepillar Financial Services Corporation, due in annual principal installments ranging from \$1,692 to \$2,345, bearing interest annually at 4.75% maturing November 15, 2025, secured by equipment.	2,621
Note payable to De Lage Landen Public Finance LLC, due in semi-annual installments of \$3,417 bearing interest annually at 7.103%, maturing January 1, 2028 secured by a vehicle.	<u>18,178</u>
Total notes payable from direct borrowings - business-type activities	<u>933,197</u>

(continued)

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 7. Long-Term Liabilities, Continued**

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**Revenue bonds from direct placements - Governmental-type activities:**

Pledged Revenue Refunding Obligation, Taxable Series 2022, due in annual principal and interest installments, bearing interest ranging from 3.25% to 5.75%, maturing July 1, 2048. Used to fund the Public Safety Personnel Retirement System unfunded pension liability.

21,525,000

Total revenue bonds - governmental-type activities

21,525,000

**Revenue bonds from direct placements - Business-type activities:**

Pledged Revenue Refunding Obligation, Series 2018, due in semiannual principal and interest installments, bearing interest at 3.814%, maturing July 1, 2038. Used to refund Water Infrastructure Finance Authority and United States Department of Agriculture loans 92-06 and 92-07.

5,915,000

Total revenue bonds - business-type activities

5,915,000

**Leases payable:**

**Governmental activities:**

Leases payable in monthly installments ranging from \$79 to \$650 through March 1, 2029, at interest of 3.0%.

25,442

Total leases payable-governmental type activities

25,442

**Subscription liability**

42,032

**Accrued compensated absences**

261,630

**Net pension/opeb liability**

2,783,100

**Total long-term liabilities**

\$ 31,922,178

**Less current portion:**

Governmental activities

(560,245)

Business-type activities

(582,151)

**Net long-term liabilities**

\$ 30,779,782

*This section intentionally left blank.*

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 7. Long-Term Liabilities, Continued**

The revenue bond debt service maturities are as follows:

Year Ending June 30,	<b>Governmental activities</b>		<b>Business-type activities</b>	
	Pledged Revenue Refunding Obligation, Taxable Series 2022		Pledged Revenue Refunding Obligation, Series 2018	
	Principal	Interest	Principal	Interest
2026	\$ 265,000	\$ 1,129,520	\$ 328,000	\$ 219,343
2027	410,000	1,117,298	340,000	206,604
2028	500,000	1,100,088	353,000	193,389
2029	585,000	1,078,324	366,000	179,678
2030	540,000	1,054,710	380,000	165,451
2031-2035	3,490,000	4,823,854	2,132,000	593,840
2036-2039	4,485,000	3,798,134	2,016,000	157,404
2041-2045	5,860,000	2,380,888	-	-
2046-2049	5,390,000	581,668	-	-
<b>Total</b>	<b>\$ 21,525,000</b>	<b>\$ 17,064,481</b>	<b>\$ 5,915,000</b>	<b>\$ 1,715,709</b>

The annual requirements to amortize notes payable are as follows:

Year Ending June 30,	<b>Governmental activities</b>		<b>Business-type activities</b>	
	Notes Payable		Notes Payable	
	Principal	Interest	Principal	Interest
2026	\$ 84,240	\$ 24,371	\$ 221,017	\$ 28,255
2027	75,821	19,225	219,218	21,027
2028	61,190	15,134	69,990	13,953
2029	51,364	11,720	65,403	11,677
2030	54,259	8,825	67,360	9,691
2031-2035	109,903	8,302	290,208	17,686
<b>Total</b>	<b>\$ 436,777</b>	<b>\$ 87,577</b>	<b>\$ 933,197</b>	<b>\$ 102,288</b>

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 8. Lease Receivable**

The City began leasing the Bisbee Copper Queen Station building to a third party January 1, 2023 for a five year period, expiring December 31, 2027, calling for monthly lease payments of \$4,985. The City recognized \$55,446 in lease revenue and \$4,374 in interest revenue during the current fiscal year related to this lease. As of June 30, 2025, the City's receivable for lease payments was \$144,801. Also, the City has a deferred inflow of resources associated with this lease that will be recognized as revenue over the lease term. As of June 30, 2025, the balance of the deferred inflow of resources was \$141,564.

**Note 9. Interfund Receivables, Payables and Transfers**

As of June 30, 2025, interfund receivables and payables that resulted from various interfund transactions were as follows:

<b>Due from</b>	<b>Due to</b>	
	General Fund	Total
Capital improvement fund	\$ 525,817	\$ 525,817
Nonmajor Funds	933,874	933,874
Total	\$ 1,459,691	\$ 1,459,691

The interfund receivables and payables were recorded to eliminate short-term deficit pooled cash balances in the various funds.

Interfund transfers for the fiscal year ended June 30, 2025 are as follows:

<b>Transfers Out</b>	<b>Transfers In</b>			<b>Total</b>
	General	Capital Improvement	Non Major Funds	
General Fund	\$ -	\$ 551,730	\$ 634,996	\$ 1,186,726
Wastewater	2,201	63,800	-	66,001
Sanitation	2,201	20,000	-	22,201
Queen Mine	-	21,720	-	21,720
Non Major Funds	22,384	40,540	-	62,924
Total	\$ 26,786	\$ 697,790	\$ 634,996	\$ 1,359,572

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits**

The City contributes to the plans described below. The plans are component units of the State of Arizona. At June 30, 2025, the City reported the following aggregate amounts related to pensions and other postemployment benefits (OPEB) for all plans to which it contributes:

Statement of Net Position and Statement of Activities	ASRS	PSPRS	Combined Total	Governmental Activities	Business-Type Activities
Net pension/OPEB asset	\$ 99,396	\$ 605,598	\$ 704,994	\$ 668,512	\$ 36,482
Net pension/OPEB liabilities	2,783,100	-	2,783,100	1,761,591	1,021,509
Deferred outflows of resources	671,140	142,610	813,750	567,414	246,335
Deferred inflows of resources	228,357	412,052	640,409	556,593	83,816
Pension/OPEB (income) expense	12,280	(92,049)	(79,769)	(70,101)	(9,668)

The City's accrued payroll and employee benefits includes \$12,089 of outstanding pension and OPEB contribution amounts payable to all pension plans for the year ended June 30, 2025. Also, the City reported \$257,733 of pension contributions as expenditures in the governmental funds related to all pension plans to which it contributes.

**Arizona State Retirement System (ASRS)**

**Plan description** – The City participates in the Arizona State Retirement System (ASRS). The ASRS administers a cost-sharing multiple-employer defined benefit pension plan, a cost-sharing multiple-employer defined benefit health insurance premium benefit (OPEB) plan, and a cost-sharing multiple-employer defined benefit long-term disability (OPEB) plan. The Arizona State Retirement System Board governs the ASRS according to the provisions of A.R.S. Title 38, Chapter 5, Articles 2 and 2.1. The ASRS issues a publicly available financial report that includes its financial statements and required supplementary information. The report is available on its website at [www.azasrs.gov](http://www.azasrs.gov).

**Benefits provided** – The ASRS provides retirement, health insurance premium supplement, long-term disability, and survivor benefits. State statute establishes benefit terms. Retirement benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

	<b>Initial Membership Date Before July 1, 2011</b>	<b>Initial Membership Date On or After July 1, 2011</b>
Years of service and age required to receive benefit	Sum of years and age equals 80 10 years age 62 5 years age 50* any years age 65	30 years age 55 25 years age 60 10 years age 62 5 years age 50* any years age 65
Final average salary is based on	Highest 36 consecutive months of last 120 months	Highest 60 consecutive months of last 120 months
Benefit percent per year of service	2.1% to 2.3%	2.1% to 2.3%

\* With actuarially reduced benefits.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

Retirement benefits for members who joined the ASRS prior to September 13, 2013, are subject to automatic cost-of-living adjustments based on excess investment earning. Members with a membership date on or after September 13, 2013, are not eligible for cost-of-living adjustments. Survivor benefits are payable upon a member's death. For retired members, the survivor benefit is determined by the retirement benefit option chosen. For all other members, the beneficiary is entitled to the member's account balance that includes the member's contributions and employer's contributions, plus interest earned.

Health insurance premium benefits are available to retired or disabled members with 5 years of credited service. The benefits are payable only with respect to allowable health insurance premiums for which the member is responsible. For members with 10 or more years of service, benefits range from \$150 per month to \$260 per month depending on the age of the member and dependents. For members with 5 to 9 years of service, the benefits are the same dollar amounts as above multiplied by a vesting fraction based on completed years of service.

Active members are eligible for a monthly long-term disability benefit equal to two-thirds of monthly earnings. Members receiving benefits continue to earn service credit up to their normal retirement dates. Members with long-term disability commencement dates after June 30, 1999, are limited to 30 years of service or the service on record as of the effective disability date if their service is greater than 30 years.

**Contributions** – In accordance with state statutes, annual actuarial valuations determine active member and employer contribution requirements. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. For the year ended June 30, 2025, active ASRS members were required by statute to contribute at the actuarially determined rate of 12.27 percent (12.12 percent for retirement and 0.15 percent for long-term disability) of the members' annual covered payroll, and the City was required by statute to contribute at the actuarially determined rate of 12.27 percent (12.05 percent for retirement, 0.07 percent for health insurance premium benefit, and 0.15 percent for long-term disability) of the active members' annual covered payroll. In addition, the City was required by statute to contribute at the actuarially determined rate of 10.19 percent (10.14 percent for retirement and 0.05 percent for long-term disability) of annual covered payroll of retired members who worked for the City in positions that would typically be filled by an employee who contributes to the ASRS. The City's contributions to the pension, health insurance premium benefit and long-term disability plans for the year ended June 30, 2025, were as follows:

Year Ended June 30,	Retirement Fund	Health Benefit Supplement Fund	Long-Term Disability Fund
2025	\$ 295,715	\$ 1,718	\$ 3,681

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

**Liability** – At June 30, 2025, the City reported the following asset and liabilities for its proportionate share of the ASRS’ net pension/OPEB asset or liability.

	<b>Net pension/OPEB (asset) liability</b>
Pension	\$ 2,782,662
Health insurance premium benefit	(99,396)
Long-term disability	438

The net asset and net liabilities were measured as of June 30, 2024. The total liability used to calculate the net asset or net liability was determined using update procedures to roll forward the total liability from an actuarial valuation as of June 30, 2023, to the measurement date of June 30, 2024. The City's proportion of the net asset or net liability was based on the City's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2024. The City's proportion measured as of June 30, 2024, and the change from its proportions measured as of June 30, 2023, were:

	Proportion June 30, 2023	Proportion June 30, 2024	Increase (decrease) from June 30, 2023
Pension	0.015440%	0.017390%	0.001950%
Health insurance premium benefit	0.014690%	0.016450%	0.001760%
Long-term disability	0.015100%	0.016810%	0.001710%

**Expense** – For the year ended June 30, 2025, the City recognized the following pension and OPEB expense:

	<b>Pension/OPEB Expense</b>
Pension	\$ 346,216
Health insurance premium benefit	(15,149)
Long-term disability	1,803

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

**Deferred outflows/inflows of resources** – At June 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to pensions and OPEB from the following sources:

	Pension		Health Insurance Premium Benefit		Long-Term Disability	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 155,326	-	\$ 2,876	\$ 24,000	\$ 1,611	\$ 1,167
Changes of assumptions or other inputs	-	-	-	1,031	317	2,623
Net difference between projected and actual earnings on pension plan investments	-	177,703	-	6,832	-	479
Changes in proportion and differences between contributions and proportionate share of contributions	209,043	8,630	460	5,169	392	723
Contributions subsequent to the measurement date	295,715	-	1,718	-	3,681	-
<b>Total</b>	<b>\$ 660,084</b>	<b>\$ 186,333</b>	<b>\$ 5,054</b>	<b>\$ 37,032</b>	<b>\$ 6,001</b>	<b>\$ 4,992</b>

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 10. Pensions and Other Postemployment Benefits, Continued**

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The amounts reported as deferred outflows of resources related to ASRS pensions and OPEB resulting from City contributions subsequent to the measurement date will be recognized as an increase in the net asset or a reduction of the net liability in the year ending June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to ASRS pensions and OPEB will be recognized as expenses as follows:

Year Ended June 30,	Pension	Health Insurance Premium Benefit	Long-Term Disability
2026	\$ 20,489	\$ (19,423)	\$ (942)
2027	235,141	(5,238)	(276)
2028	(44,983)	(5,314)	(792)
2029	(32,611)	(2,955)	(679)
2030	-	(766)	(256)
Thereafter	-	-	273

**Actuarial Assumptions** – The significant actuarial assumptions used to measure the total pension/OPEB liability are as follows:

Actuarial valuation date	June 30, 2023
Actuarial roll forward date	June 30, 2024
Actuarial cost method	Entry age normal
Investment rate of return	7.0%
Projected salary increases	2.9-8.4% for pensions/not applicable for OPEB
Inflation	2.3%
Permanent benefit increase	Included for pensions/not applicable for OPEB
Mortality rates	2017 SRA Scale U-MP for pensions and health insurance premium benefit
Recovery rates	2012-GLDT for long-term disability
Healthcare cost trend rates	Not applicable

Actuarial assumptions used in the June 30, 2023, valuation were based on the results of an actuarial experience study for the 5-year period ended June 30, 2020.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

The long-term expected rate of return on ASRS plan investments was determined to be 7.0 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

<b>Asset Class</b>	<b>Target Asset Allocation</b>	<b>Long-Term Expected Geometric Real Rate of Return</b>
Public equity	44%	4.48%
Credit	23%	4.40%
Real estate	17%	6.05%
Private equity	10%	6.11%
Interest rate sensitive	6%	(0.45)%
Total	100%	

**Discount Rate** – At June 30, 2024, the discount rate used to measure the ASRS total pension/OPEB liability was 7.0 percent. The projection of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the ASRS Board's funding policy, which establishes the contractually required rate under Arizona statute. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension/OPEB liability.

**Sensitivity of the proportionate share of the net pension/OPEB (asset) liability to changes in the discount rate** – The following table presents the City's proportionate share of the net pension/OPEB (asset) liability calculated using the discount rate of 7.0 percent, as well as what the City's proportionate share of the net pension/OPEB (asset) liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.0 percent) or 1 percentage point higher (8.0 percent) than the current rate:

	1% Decrease 6.00%	Discount Rate 7.00%	1% Increase 8.00%
Proportionate share of			
Net pension liability	\$ 4,260,824	\$ 2,782,662	\$ 1,550,742
Net insurance premium benefit liability (asset)	(72,260)	(99,396)	(122,466)
Net long-term disability liability	1,508	438	(614)

**Pension plan fiduciary net position** – Detailed information about the plan's fiduciary net position is available in the separately issued ASRS financial report.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 10. Pensions and Other Postemployment Benefits, Continued**

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**Public Safety Personnel Retirement System (PSPRS)**

**Plan description** – The City employees who are regularly assigned hazardous duty participate in the Public Safety Personnel Retirement System (PSPRS) or employees who became members on or after July 1, 2017, may participate in the Public Safety Personnel Defined Contribution Retirement Plan (PSPDCRP). The PSPRS administers agent and cost-sharing multiple-employer defined benefit pension plans and agent and cost-sharing multiple-employer defined benefit health insurance premium benefit (OPEB) plans. A nine-member board known as the Board of Trustees and the participating local boards govern the PSPRS according to the provisions of A.R.S. Title 38, Chapter 5, Article 4. Employees who were PSPRS members before July 1, 2017, participate in the agent plans, and those who became PSPRS members on or after July 1, 2017, participate in the cost-sharing plans (PSPRS Tier 3 Risk Pool).

The PSPRS issues a publicly available financial report that includes financial statements and required supplementary information for PSPRS. The reports are available on the PSPRS website at [www.psprs.com](http://www.psprs.com).

**Benefits provided** – The PSPRS provides retirement, health insurance premium supplement, disability, and survivor benefits. State statute establishes benefit terms. Retirement, disability, and survivor benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

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**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 10. Pensions and Other Postemployment Benefits, Continued**

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	<b>Initial Membership Date Before January 1, 2012</b>	<b>Initial Membership Date On or After January 1, 2012 and Before July 1, 2017</b>
<b>Retirement and Disability</b>		
Years of service and age required to receive benefit	20 years of service, any age 15 years of service, age 62	25 years of service or 15 years of credited service, age 52.5
Final average salary is based on	Highest 36 consecutive months of last 20 years	Highest 60 consecutive months of last 20 years
<b>Benefit percent</b>		
Normal Retirement	50% less 2.0% for each year of credited service less than 20 years OR plus 2.0% to 2.5% for each year of credited service over 20 years, not to exceed 80%	1.5% to 2.5% per year of credited service, not to exceed 80%
Accidental Disability Retirement	50% or normal retirement, whichever is greater	
Catastrophic Disability Retirement	90% for the first 60 months then reduced to either 62.5% or normal retirement, whichever is greater	
Ordinary Disability Retirement	Normal retirement calculated with actual years of credited service or 20 years of credited service, whichever is greater, multiplied by years of credited service (not to exceed 20 years) divided by 20	
<b>Survivor Benefit</b>		
Retired Members	80% to 100% of retired member's pension benefit	
Active Members	80% to 100% of accidental disability retirement benefit or 100% of average monthly compensation if death was the result of injuries received on the job	

Retirement and survivor benefits are subject to automatic cost-of-living adjustments based on inflation. PSPRS also provides temporary disability benefits of 50 percent of the member's compensation for up to 12 months.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

Health insurance premium benefits are available to retired or disabled members with 5 years of credited service. The benefits are payable only with respect to allowable health insurance premiums for which the member is responsible. Benefits range from \$150 per month to \$260 per month depending on the age of the member and dependents

**Employees covered by benefit terms** – At June 30, 2025, the following employees were covered by the agent plans’ benefit terms:

**PSPRS - Police**

	Pension	Health
Inactive employees or beneficiaries currently receiving benefits	19	19
Inactive employees entitled to but not yet receiving benefits	3	0
Active employees	1	1
<b>Total</b>	<b>23</b>	<b>20</b>

**PSPRS - Fire**

	Pension	Health
Inactive employees or beneficiaries currently receiving benefits	22	22
Inactive employees entitled to but not yet receiving benefits	4	0
Active employees	6	6
<b>Total</b>	<b>32</b>	<b>28</b>

**Contributions** – State statutes establish the pension contribution requirements for active PSPRS employees. In accordance with state statutes, annual actuarial valuations determine employer contribution requirements for PSPRS pension and health insurance premium benefits. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. Contribution rates for the year ended June 30, 2025, are indicated below. Rates are a percentage of active members’ annual covered payroll.

	Active member - Pension	City - Pension	City-Health insurance premium
<b>PSPRS - Police</b>			
PSPRS Police	7.65%	9.18%	0.00%
PSPRS Tier 3 risk pool	8.77%	8.77%	0.12%
	Active member - Pension	City - Pension	City-Health insurance premium
<b>PSPRS - Fire</b>			
PSPRS Fire	7.65%	14.52%	0.00%
PSPRS Tier 3 risk pool	8.77%	8.77%	0.12%

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

In addition, statute required the City to contribute at the actuarially determined rate 8.0 percent for police and 8.0 percent for fire of annual covered payroll of retired members who worked for the City in positions that an employee who contributes to the PSPRS would typically fill and employees participating in the PSPRS Tier 3 Risk Pool and PSPDCRP members in addition to the City's required contributions to the PSPRS Tier 3 Risk Pool and PSPDCRP.

The City's contributions to the plans for the year ended June 30, 2025, were:

<b>PSPRS - Police</b>	<u>Pension</u>	<u>Health insurance premium benefit</u>
PSPRS	\$ 7,167	\$ -
PSPRS Tier 3 risk pool	68,684	621

<b>PSPRS - Fire</b>	<u>Pension</u>	<u>Health insurance premium benefit</u>
PSPRS	\$ 59,433	\$ -
PSPRS Tier 3 risk pool	70,410	999

**Liability** – At June 30, 2025, the City reported the following assets and liabilities:

	<u>Net pension (asset) liability</u>	<u>Net OPEB (asset) liability</u>
PSPRS Police	\$ (289,913)	\$ (43,682)
PSPRS Fire	(90,543)	(181,460)

The net assets and net liabilities were measured as of June 30, 2024, and the total liability used to calculate the net asset or liability was determined by an actuarial valuation as of that date.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

**Actuarial assumptions** – The significant actuarial assumptions used to measure the total pension/OPEB liability are as follows:

<b>PSPRS</b>	
Actuarial valuation date	June 30, 2024
Actuarial cost method	Entry age normal
Investment rate of return	7.2%
Wage inflation	3.0-6.25% for pensions/not applicable for OPEB
Price inflation	2.5% for pensions/not applicable for OPEB
Cost-of-living adjustment	1.85% for pensions/not applicable for OPEB
Mortality rates	PubS-2010 tables.
Healthcare cost trend rate	Not applicable

Actuarial assumptions used in the June 30, 2024, valuation were based on the results of an actuarial experience study for the 5-year period ended June 30, 2021.

The long-term expected rate of return on PSPRS plan investments was determined to be 7.2 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of plan investment expense and inflation) are developed for each major asset class. The target allocation and best estimate of geometric real rates of return for each major asset class are summarized in the following table:

<b>PSPRS</b>	<b>Target</b>	<b>Long-term expected geometric</b>
<b>Asset class</b>	<b>allocation</b>	<b>real rate of return</b>
U.S. Public Equity	24%	3.62%
International Public Equity	16%	4.47%
Global Private Equity	27%	7.05%
Core Bonds	6%	2.44%
Private credit	20%	6.24%
Diversifying Strategies	5%	3.15%
Cash – Mellon	<u>2%</u>	0.89%
<b>Total</b>	<b><u>100%</u></b>	

**Discount Rate** –At June 30, 2024, the discount rate used to measure the PSPRS total pension/OPEB liabilities was 7.2 percent. The projection of cash flows used to determine this Single Discount Rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension/OPEB liability.

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

**Changes in the Net Pension/OPEB Liability**

	Pension Increase (decrease)			Health insurance premium benefit Increase (decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>PSPRS-Police</b>						
Balances at June 30, 2024	\$ 10,789,411	\$ 10,843,555	\$ (54,144)	\$ 112,320	\$ 153,711	\$ (41,391)
Changes for the year:						
Service cost	14,519	-	14,519	405	-	405
Interest on total pension/OPEB liability	746,615	-	746,615	7,682	-	7,682
Changes of benefit terms	-	-	-	-	-	-
Difference between expected and actual experience in the measurement of the pension/OPEB liability	105,620	-	105,620	4,894	-	4,894
Changes of assumptions	-	-	-	-	-	-
Contributions - employer	-	39,715	(39,715)	-	562	(562)
Contributions - employee	-	4,728	(4,728)	-	-	-
Net investment income	-	1,065,675	(1,065,675)	-	14,799	(14,799)
Benefit payments, including refunds of employee contributions	(868,553)	(868,553)	-	(12,051)	(12,051)	-
Plan administrative expenses	-	(7,036)	7,036	-	(89)	89
Other changes*	-	(559)	559	-	-	-
Net changes	(1,799)	233,970	(235,769)	930	3,221	(2,291)
Balances at June 30, 2025	\$ 10,787,612	\$ 11,077,525	\$ (289,913)	\$ 113,250	\$ 156,932	\$ (43,682)

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

PSPRS-Fire	Pension			Health insurance premium benefit		
	Increase (decrease)			Increase (decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability/(Asset) (a) - (b)	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Liability/(Asset) (a) - (b)
Balances at June 30, 2024	\$ 12,006,271	\$ 11,759,809	\$ 246,462	\$ 135,955	\$ 269,547	\$ (133,552)
Changes for the year:						
Service cost	103,883	-	103,883	1,921	-	1,921
Interest on total pension/OPEB liability	839,823	-	839,823	9,560	-	9,560
Changes of benefit terms	-	-	-	-	-	-
Difference between expected and actual experience in the measurement of the pension/OPEB liability	(29,940)	-	(29,940)	(32,795)	-	(32,795)
Changes of assumptions	-	-	-	-	-	-
Contributions - employer	-	68,959	(68,959)	-	-	-
Contributions - employee	-	30,848	(30,848)	-	-	-
Net investment income	-	1,160,757	(1,160,757)	-	26,756	(26,756)
Benefit payments, including refunds of employee contributions	(891,901)	(891,901)	-	(10,200)	(10,200)	-
Plan administrative expenses	-	(9,793)	9,793	-	(202)	202
Net changes	21,865	358,870	(337,005)	(31,514)	16,354	(47,868)
Balances at June 30, 2025	\$ 12,028,136	\$ 12,118,679	\$ (90,543)	\$ 104,441	\$ 285,901	\$ (181,460)

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

**Sensitivity of the proportionate share of the net pension/OPEB (asset) liability to changes in the discount rate** – The following table presents the City's net pension/OPEB (asset) liability calculated using the discount rate of 7.2 percent for police and 7.2 percent for fire, as well as what the City's net pension/OPEB (asset) liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1% Decrease (6.20%)	Discount Rate (7.20%)	1% Increase (8.20%)
<b>PSPRS-Police</b>			
Net pension (asset) / liability	\$ 940,780	\$ (289,913)	\$ (1,308,033)
Net OPEB (asset)/ liability	(34,062)	(43,682)	(51,916)
	1% Decrease 6.20%	Discount Rate 7.20%	1% Increase 8.20%
<b>PSPRS-Fire</b>			
Net pension (asset) / liability	\$ 1,250,475	\$ (90,543)	\$ (1,205,326)
Net OPEB (asset)/ liability	(171,561)	(181,460)	(189,910)

**Plan fiduciary net position** – Detailed information about the pension plan's fiduciary net position is available in the separately issued PSPRS financial report.

**Expense** – For the year ended June 30, 2025, the City recognized the following pension and OPEB expense:

	Pension expense	OPEB expense
PSPRS Police	\$ 121,358	\$ 1,866
PSPRS Fire	(85,603)	(28,918)

**Deferred outflows/inflows of resources** –At June 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to pensions and OPEB from the following sources:

	Pension		Health Insurance Premium Benefit	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ -	\$ -	\$ -
Changes in assumptions	-	-	-	-
Net difference between projected and actual earnings on pension/OPEB plan investments	-	117,241	-	1,485
Contributions subsequent to the measurement date	7,167	-	-	-
Total	\$ 7,167	\$ 117,241	\$ -	\$ 1,485

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

**Note 10. Pensions and Other Postemployment Benefits, Continued**

PSPRS - Fire	Pension		Health Insurance Premium Benefit	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 31,136	\$ 120,895	\$ -	\$ 40,351
Changes in assumptions	44,297	-	577	-
Net difference between projected and actual earnings on pension/OPEB plan investments	-	128,557	-	3,523
Contributions subsequent to the measurement date	59,433	-	-	-
Total	<u>\$ 134,866</u>	<u>\$ 249,452</u>	<u>\$ 577</u>	<u>\$ 43,874</u>

The amounts reported as deferred outflows of resources related to PSPRS pensions and OPEB resulting from City contributions subsequent to the measurement date will be recognized as an increase in the net asset or a reduction of the net liability in the year ending June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to PSPRS pensions and OPEB will be recognized in pension expense as follows:

Year Ended June 30,	PSPRS - Fire		PSPRS Police	
	Pension	Health Insurance Premium Benefit	Pension	Health Insurance Premium Benefit
2026	\$ (36,574)	\$ (22,460)	\$ (12,005)	\$ (2,401)
2027	10,402	(9,326)	29,437	2,686
2028	(79,263)	(9,966)	(71,701)	(940)
2029	(68,584)	(1,545)	(62,972)	(830)
2030	-	-	-	-
Thereafter	-	-	-	-

*This section intentionally left blank.*

**CITY OF BISBEE, ARIZONA**  
**Notes to the Financial Statements**  
**June 30, 2025**

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**Note 11. Risk Management**

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The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters.

The City is a member of the Arizona Municipal Risk Retention Pool (AMRRP), a public entity risk pool currently operating as a common risk management and insurance program for Arizona municipalities. The City pays an annual premium to AMRRP for its general insurance coverage. The Agreement for Formation of the AMRRP provides that AMRRP will be self-sustaining through member premiums and will reinsure through commercial companies for excess claims for each insured event.

The City is also a member of the Arizona Municipal Workers Compensation Pool (AMWCP), a public entity risk pool. The pool provides member cities with workers' compensation coverage, as required by law, and risk management services. The City is responsible for paying premiums based on an experience rating formula that allocates pool expenditures and liabilities among the members.

For insured programs, there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year nor the three prior years.

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**Note 12. Contingent Liabilities and Significant Commitments**

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Federal grants: In the normal course of operations, the City receives grant funds from various federal agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to insure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of audits of grant funds is not believed by City officials to be material.

Litigation: Each year, the City receives notices of claims for damages occurring generally from negligence, bodily injury, breach of contract, and other legal matters. The filing of such claims commences a statutory period for initiating a lawsuit against the City arising therefrom. The City has comprehensive general liability insurance with Arizona Municipal Risk Retention Pool and separate liability insurance for its Queen Mine Tour. The City is not aware of any litigation that might result in a materially adverse outcome.

**REQUIRED SUPPLEMENTARY INFORMATION**

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of the Proportionate Share of the Net Pension/OPEB Liability**  
**June 30, 2025**

**ASRS - Pension**

	Reporting Fiscal Year (Measurement Date)									
	2025 (2024)	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)	2017 (2016)	2016 (2014)
Proportion of the net pension liability (asset)	0.017390%	0.015440%	0.015630%	0.015650%	0.015990%	0.016670%	0.019550%	0.019700%	0.018040%	0.0201700%
Proportionate share of the net pension liability (asset)	\$ 2,782,662	\$ 2,498,415	\$ 2,551,163	\$ 2,056,341	\$ 2,770,511	\$ 2,425,679	\$ 2,726,537	\$ 3,068,876	\$ 2,911,837	\$ 3,141,111
Covered payroll	\$ 2,293,275	\$ 1,976,825	\$ 1,677,753	\$ 1,652,223	\$ 1,694,725	\$ 1,768,383	\$ 1,716,492	\$ 1,721,226	\$ 1,784,509	\$ 1,900,854
Proportionate share of the net pension liability (asset) as a percentage of its covered payroll	121.34%	126.39%	152.06%	124.46%	163.48%	137.17%	158.84%	178.30%	163.17%	165.25%
Plan fiduciary net position as a percentage of the total pension liability	76.93%	75.47%	74.26%	78.58%	69.33%	73.24%	73.40%	69.92%	67.06%	68.35%

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of the Proportionate Share of the Net Pension/OPEB Liability**  
**June 30, 2025**

**ASRS - Health insurance premium benefit**

**Reporting Fiscal Year  
(Measurement Date)**

	<b>2025 (2024)</b>	<b>2024 (2023)</b>	<b>2023 (2022)</b>	<b>2022 (2021)</b>	<b>2021 (2020)</b>	<b>2020 (2019)</b>	<b>2019 (2018)</b>	<b>2018 (2017)</b>	<b>2017 (2016)</b>
Proportion of the net OPEB (asset)	0.016450%	0.014690%	0.014380%	0.015010%	0.015550%	0.016520%	0.019210%	0.018630%	0.018630%
Proportionate share of the net OPEB (asset)	\$ (99,396)	\$ (79,315)	\$ (80,254)	\$ (73,130)	\$ (11,009)	\$ (4,565)	\$ (6,917)	\$ (10,142)	\$ 5,387
Covered payroll	\$ 2,293,275	\$ 1,976,825	\$ 1,677,753	\$ 1,652,223	\$ 1,694,725	\$ 1,768,383	\$ 1,716,492	\$ 1,721,226	\$ 1,784,509
Proportionate share of the net OPEB (asset) as a percentage of its covered payroll	-4.33%	-4.01%	-4.78%	-4.43%	-0.65%	-0.26%	-0.40%	-0.59%	0.30%
Plan fiduciary net position as a percentage of the total OPEB liability	137.51%	134.37%	137.79%	130.24%	104.33%	101.62%	102.20%	103.57%	98.02%

**ASRS - Long-term disability**

**Reporting Fiscal Year  
(Measurement Date)**

	<b>2025 (2024)</b>	<b>2024 (2023)</b>	<b>2023 (2022)</b>	<b>2022 (2021)</b>	<b>2021 (2020)</b>	<b>2020 (2019)</b>	<b>2019 (2018)</b>	<b>2018 (2017)</b>	<b>2017 (2016)</b>
Proportion of the net OPEB (asset)	0.016810%	0.015100%	0.015060%	0.015280%	0.015700%	0.016610%	0.019540%	0.019430%	0.019429%
Proportionate share of the net OPEB (asset)	\$ 438	\$ 1,979	\$ 1,391	\$ 3,154	\$ 11,910	\$ 10,821	\$ 10,210	\$ 7,043	\$ 6,982
Covered payroll	\$ 2,293,275	\$ 1,976,825	\$ 1,677,753	\$ 1,652,223	\$ 1,694,725	\$ 1,768,383	\$ 1,716,492	\$ 1,721,226	\$ 1,784,509
Proportionate share of the net OPEB (asset) as a percentage of its covered payroll	0.02%	0.10%	0.08%	0.19%	0.70%	0.61%	0.59%	0.41%	0.39%
Plan fiduciary net position as a percentage of the total OPEB liability	98.77%	93.70%	95.40%	90.38%	68.01%	72.85%	77.83%	84.44%	85.17%

Note: The City implemented GASB 75 in fiscal year 2018. Information prior to 2018 is not available.

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Changes in the Net Pension/OPEB Liability and Related Ratios**  
**June 30, 2025**

**PSPRS Police - Pension**

	Reporting Fiscal Year (Measurement Date)											
	2025 (2024)	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)	#	2017 (2016)	#	2016 (2015)
<b>Total pension liability</b>												
Service cost	\$ 14,519	\$ 26,140	\$ 46,678	\$ 50,793	\$ 66,955	\$ 113,978	\$ 112,682	\$ 132,510	\$	\$ 81,788	\$	\$ 113,055
Interest on total pension liability	746,615	776,056	790,801	818,621	569,613	738,137	704,633	655,231		706,659		713,065
Changes of benefit terms	-	-	-	-	-	-	-	102,494		(127,627)		-
Difference between expected and actual experience of the total net pension liability	105,620	(330,693)	(184,942)	(431,454)	1,388,271	330,619	285,911	132,547		(565,815)		(30,404)
Changes of assumptions	-	-	160,237	-	(8,987,040)	8,620,795	-	474,406		300,626		-
Benefit payments, including refunds of employee contributions	(868,553)	(869,008)	(824,143)	(805,737)	(783,732)	(704,752)	(711,468)	(691,780)		(681,429)		(1,041,927)
<b>Net change in total pension liability</b>	(1,799)	(397,505)	(11,369)	(367,777)	(7,745,933)	9,098,777	391,758	805,408		(285,798)		(246,211)
<b>Total pension liability - beginning</b>	<u>10,789,411</u>	<u>11,186,916</u>	<u>11,198,285</u>	<u>11,566,062</u>	<u>19,311,995</u>	<u>10,213,218</u>	<u>9,821,460</u>	<u>9,016,052</u>		<u>9,301,850</u>		<u>9,548,061</u>
<b>Total pension liability - ending (a)</b>	<u>\$ 10,787,612</u>	<u>\$ 10,789,411</u>	<u>\$ 11,186,916</u>	<u>\$ 11,198,285</u>	<u>\$ 11,566,062</u>	<u>\$ 19,311,995</u>	<u>\$ 10,213,218</u>	<u>\$ 9,821,460</u>		<u>\$ 9,016,052</u>		<u>\$ 9,301,850</u>
<b>Plan fiduciary net position</b>												
Contributions - employer	\$ 39,715	\$ 374,955	\$ 10,229,685	\$ 605,487	\$ 532,533	\$ 602,870	\$ 706,187	\$ 519,068	\$	\$ 552,417	\$	\$ 401,838
Contributions - employee	4,728	6,602	12,641	20,762	23,444	42,532	189,723	63,718		68,545		70,709
Net investment income	1,065,675	785,568	(73,792)	281,442	15,290	70,033	73,315	127,457		6,838		56,297
Benefit payments, including refunds of employee contributions	(868,553)	(869,008)	(824,143)	(805,737)	(783,732)	(704,752)	(711,468)	(691,780)		(681,429)		(1,041,927)
Hall/Parker settlement	-	-	-	-	-	-	(73,252)	-		-		-
Pension Plan Administrative Expense	(7,036)	(5,589)	(1,321)	(1,266)	(1,245)	(2,183)	(1,816)	(1,528)		(1,383)		(1,737)
Other (net transfer)	(559)	-	-	-	-	7,837	11	12		(17,267)		(1,246)
<b>Net change in plan fiduciary net position</b>	233,970	292,528	9,343,070	100,688	(213,710)	16,337	182,700	16,947		(72,279)		(516,066)
<b>Plan fiduciary net position - beginning</b>	<u>10,843,555</u>	<u>10,551,027</u>	<u>1,207,957</u>	<u>1,107,269</u>	<u>1,320,979</u>	<u>1,311,185</u>	<u>1,128,485</u>	<u>1,111,538</u>		<u>1,183,817</u>		<u>1,699,883</u>
<b>Plan fiduciary net position - ending (b)</b>	<u>\$ 11,077,525</u>	<u>\$ 10,843,555</u>	<u>\$ 10,551,027</u>	<u>\$ 1,207,957</u>	<u>\$ 1,107,269</u>	<u>\$ 1,320,979</u>	<u>\$ 1,311,185</u>	<u>\$ 1,128,485</u>		<u>\$ 1,111,538</u>		<u>\$ 1,183,817</u>
<b>Net pension liability - ending (a) - (b)</b>	<u>\$ (289,913)</u>	<u>\$ (54,144)</u>	<u>\$ 635,889</u>	<u>\$ 9,990,328</u>	<u>\$ 10,458,793</u>	<u>\$ 17,991,016</u>	<u>\$ 8,902,033</u>	<u>\$ 8,692,975</u>		<u>\$ 7,904,514</u>		<u>\$ 8,118,033</u>
Plan fiduciary net position as a percentage of the total pension liability	102.69%	100.50%	94.32%	10.79%	9.57%	6.84%	12.84% #	11.49%		12.33%		12.73%
Covered payroll	\$ 82,568	\$ 81,715	\$ 140,664	\$ 240,628	\$ 262,739	\$ 351,956	\$ 562,567	\$ 585,292	\$	\$ 442,576	\$	\$ 648,977
Net pension liability as a percentage of covered payroll	-351.12%	-66.26%	452.06%	4151.77%	3980.68%	5111.72%	1582.40%	1485.24%		1786.02%		1250.90%

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Changes in the Net Pension/OPEB Liability and Related Ratios**  
**June 30, 2025**

	Reporting Fiscal Year (Measurement Date)									
	2025 (2024)	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)	# (2016)	# (2015)
<b>PSPRS Fire - Pension</b>										
<b>Total pension liability</b>										
Service cost	\$ 103,883	\$ 130,401	\$ 143,014	\$ 143,601	\$ 154,667	\$ 180,034	\$ 167,528	\$ 191,050	\$ 167,677	\$ 148,284
Interest on total pension liability	839,823	838,690	852,930	832,520	883,097	853,848	851,653	780,756	809,760	807,124
Changes of benefit terms	-	-	-	-	-	-	-	201,369	(322,800)	-
Difference between expected and actual experience of the total net pension liability	(29,940)	(39,583)	(350,962)	155,682	(808,596)	198,421	(261,510)	3,699	(126,570)	7,207
Changes of assumptions	-	-	177,189	-	-	249,604	-	707,842	358,543	-
Benefit payments, including refunds of employee contributions	(891,901)	(882,611)	(807,514)	(895,738)	(926,136)	(869,478)	(779,090)	(769,316)	(837,959)	(1,039,495)
Net change in total pension liability	21,865	46,897	14,657	236,065	(696,968)	612,429	(21,419)	1,115,400	48,651	(76,880)
Total pension liability - beginning	12,006,271	11,959,374	11,944,717	11,708,652	12,405,620	11,793,191	11,814,610	10,699,210	10,650,559	10,727,439
Total pension liability - ending (a)	\$ 12,028,136	\$ 12,006,271	\$ 11,959,374	\$ 11,944,717	\$ 11,708,652	\$ 12,405,620	\$ 11,793,191	\$ 11,814,610	\$ 10,699,210	\$ 10,650,559
<b>Plan fiduciary net position</b>										
Contributions - employer	\$ 68,959	\$ 300,844	\$ 11,665,115	\$ 705,847	\$ 692,111	\$ 781,541	\$ 699,109	\$ 790,896	\$ 816,618	\$ 566,273
Contributions - employee	30,848	53,140	48,047	61,043	64,433	74,846	83,507	107,136	107,983	95,678
Net investment income	1,160,757	857,699	(56,991)	144,739	8,320	37,698	36,836	72,290	3,065	26,028
Benefit payments, including refunds of employee contributions	(891,901)	(882,611)	(807,514)	(895,738)	(926,136)	(869,478)	(779,090)	(769,316)	(837,959)	(1,039,495)
Hall/Parker settlement	-	-	-	-	-	-	(82,902)	-	-	-
Pension Plan Administrative Expense	(9,793)	(8,862)	(1,012)	(553)	(676)	(1,579)	(1,261)	(1,040)	(842)	(941)
Other (net transfer)	-	-	-	-	-	-	(1)	21,808	(64,002)	(2,876)
Net change in plan fiduciary net position	358,870	320,210	10,847,645	15,338	(161,948)	23,028	(43,802)	221,774	24,863	(355,333)
Plan fiduciary net position - beginning	11,759,809	11,439,599	591,954	576,616	738,776	715,748	759,550	537,776	512,913	868,246
Adjustment to beginning of year	-	-	-	-	(212)	-	-	-	-	-
Plan fiduciary net position - ending (b)	\$ 12,118,679	\$ 11,759,809	\$ 11,439,599	\$ 591,954	\$ 576,616	\$ 738,776	\$ 715,748	\$ 759,550	\$ 537,776	\$ 512,913
<b>Net pension liability - ending (a) - (b)</b>	\$ (90,543)	\$ 246,462	\$ 519,775	\$ 11,352,763	\$ 11,132,036	\$ 11,666,844	\$ 11,077,443	\$ 11,055,060	\$ 10,161,434	\$ 10,137,646
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	100.75%	97.95%	95.65%	4.96%	4.92%	5.96%	6.07%	6.43%	5.03%	4.82%
<b>Covered payroll</b>	\$ 385,302	\$ 436,212	\$ 537,997	\$ 649,035	\$ 653,711	\$ 716,856	\$ 786,148	\$ 894,008	\$ 944,130	\$ 882,311
<b>Net pension liability as a percentage of covered payroll</b>	-23.50%	56.50%	96.61%	1749.18%	1702.90%	1627.50%	1409.08%	1236.57%	1076.27%	1148.99%

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Changes in the Net Pension/OPEB Liability and Related Ratios**  
**June 30, 2025**

**PSPRS Police-Health Insurance Premium Benefit**

	Reporting Fiscal Year (Measurement Date)							#	2018 (2017)
	2025 (2024)	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)		
<b>Total OPEB liability</b>									
Service cost	\$ 405	\$ 1,016	\$ 1,745	\$ 2,196	\$ 2,426	\$ 3,150	\$ 2,813	\$ 2,926	
Interest on total OPEB liability	7,682	10,127	15,922	17,971	16,252	20,512	15,103	16,745	
Changes of benefit terms*	-	-	-	-	-	-	-	1,353	
Difference between expected and actual experience of the total net OPEB liability	4,894	(32,058)	(82,474)	(31,462)	26,924	(67,307)	69,240	(28,928)	
Changes of assumptions or other inputs	-	-	1,372	-	-	5,077	-	2,267	
Benefit payments	(12,051)	(12,797)	(13,788)	(18,871)	(18,765)	(17,784)	(13,822)	(13,128)	
<b>Net change in total OPEB liability</b>	930	(33,713)	(77,223)	(30,166)	26,837	(56,352)	73,334	(18,765)	
<b>Total OPEB liability - beginning</b>	112,320	146,032	223,255	253,421	226,584	282,936	209,602	228,367	
<b>Total OPEB liability - ending (a)</b>	<u>\$ 113,250</u>	<u>\$ 112,320</u>	<u>\$ 146,032</u>	<u>\$ 223,255</u>	<u>\$ 253,421</u>	<u>\$ 226,584</u>	<u>\$ 282,936</u>	<u>\$ 209,602</u>	
<b>Plan fiduciary net position</b>									
Contributions - employer	\$ 562	\$ 715	\$ 9,116	\$ 2,820	\$ 5,361	\$ 4,614	\$ 899	\$ 3,598	
Net investment income	-	-	-	-	-	-	-	-	
Benefit payments	14,799	11,244	(6,212)	35,526	1,811	8,116	10,706	17,341	
Administrative expense	(12,051)	(12,797)	(13,788)	(18,871)	(18,765)	(17,784)	(13,822)	(13,128)	
OPEB Plan Administrative Expense	(89)	(85)	(111)	(146)	(147)	(140)	(163)	(154)	
Other changes	-	-	-	-	-	-	1	-	
<b>Net change in plan fiduciary net position</b>	3,221	(923)	(10,995)	19,329	(11,740)	(5,194)	(2,379)	7,657	
<b>Plan fiduciary net position - beginning</b>	153,711	154,634	165,629	146,300	158,040	156,691	159,070	151,413	
<b>Adjustment to beginning of year</b>	-	-	-	-	-	6,543	-	-	
<b>Plan fiduciary net position - ending (b)</b>	<u>\$ 156,932</u>	<u>\$ 153,711</u>	<u>\$ 154,634</u>	<u>\$ 165,629</u>	<u>\$ 146,300</u>	<u>\$ 158,040</u>	<u>\$ 156,691</u>	<u>\$ 159,070</u>	
<b>Net OPEB liability - ending (a) - (b)</b>	<u>\$ (43,682)</u>	<u>\$ (41,391)</u>	<u>\$ (8,602)</u>	<u>\$ 57,626</u>	<u>\$ 107,121</u>	<u>\$ 68,544</u>	<u>\$ 126,245</u>	<u>\$ 50,532</u>	
Plan fiduciary net position as a percentage of the total OPEB liability	138.57%	136.85%	105.89%	74.19%	57.73%	69.75%	55.38%	75.89%	
Covered payroll	\$ 82,568	\$ 81,715	\$ 140,664	\$ 240,628	\$ 262,739	\$ 351,956	\$ 562,567	\$ 585,292	
Net OPEB liability as a percentage of covered payroll	-52.90%	-50.65%	-6.12%	23.95%	40.77%	19.48%	22.44%	8.63%	

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Changes in the Net Pension/OPEB Liability and Related Ratios**  
**June 30, 2025**

**PSPRS Fire - Health Insurance Premium Benefit**

	Reporting Fiscal Year (Measurement Date)							
	2025 (2024)	2024 (2023)	2023 (2022)	2022 (2021)	2021 (2020)	2020 (2019)	2019 (2018)	2018 (2017)
<b>Total OPEB liability</b>								
Service cost	\$ 1,921	\$ 2,610	\$ 3,575	\$ 4,035	\$ 3,900	\$ 2,909	\$ 2,987	\$ 3,218
Interest on total OPEB liability	9,560	9,748	10,281	11,799	12,322	12,768	13,736	13,291
Changes of benefit terms	-	-	-	-	-	-	-	388
Difference between expected and actual experience of the total net OPEB liability	(32,795)	(4,213)	(11,216)	(27,050)	(10,969)	(15,627)	(20,088)	830
Changes of assumptions or other inputs	-	-	2,307	-	-	4,248	-	2,084
Benefit payments	(10,200)	(9,924)	(8,951)	(9,294)	(11,226)	(11,426)	(10,841)	(11,728)
<b>Net change in total OPEB liability</b>	<b>(31,514)</b>	<b>(1,779)</b>	<b>(4,004)</b>	<b>(20,510)</b>	<b>(5,973)</b>	<b>(7,128)</b>	<b>(14,206)</b>	<b>8,083</b>
<b>Total OPEB liability - beginning</b>	<b>135,955</b>	<b>137,734</b>	<b>141,738</b>	<b>162,248</b>	<b>168,221</b>	<b>175,349</b>	<b>189,555</b>	<b>181,472</b>
<b>Total OPEB liability - ending (a)</b>	<b>\$ 104,441</b>	<b>\$ 135,955</b>	<b>\$ 137,734</b>	<b>\$ 141,738</b>	<b>\$ 162,248</b>	<b>\$ 168,221</b>	<b>\$ 175,349</b>	<b>\$ 189,555</b>
<b>Plan fiduciary net position</b>								
Contributions - employer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (213)	\$ -
Net investment income	26,756	19,479	(10,881)	61,697	2,927	12,470	15,793	25,050
Benefit payments	(10,200)	(9,924)	(8,951)	(9,294)	(11,226)	(11,426)	(10,841)	(11,728)
Administrative expense	(202)	(215)	(194)	(254)	(238)	(215)	(240)	(221)
<b>Net change in plan fiduciary net position</b>	<b>16,354</b>	<b>9,340</b>	<b>(20,026)</b>	<b>52,149</b>	<b>(8,537)</b>	<b>829</b>	<b>4,499</b>	<b>13,101</b>
<b>Plan fiduciary net position - beginning</b>	<b>269,547</b>	<b>260,207</b>	<b>280,233</b>	<b>228,084</b>	<b>236,621</b>	<b>235,580</b>	<b>231,081</b>	<b>217,980</b>
<b>Adjustment to beginning of year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>212</b>	<b>-</b>	<b>-</b>
<b>Plan fiduciary net position - ending (b)</b>	<b>\$ 285,901</b>	<b>\$ 269,547</b>	<b>\$ 260,207</b>	<b>\$ 280,233</b>	<b>\$ 228,084</b>	<b>\$ 236,621</b>	<b>\$ 235,580</b>	<b>\$ 231,081</b>
<b>Net OPEB liability - ending (a) - (b)</b>	<b>\$ (181,460)</b>	<b>\$ (133,592)</b>	<b>\$ (122,473)</b>	<b>\$ (138,495)</b>	<b>\$ (65,836)</b>	<b>\$ (68,400)</b>	<b>\$ (60,231)</b>	<b>\$ (41,526)</b>
Plan fiduciary net position as a percentage of the total OPEB liability	273.74%	198.26%	188.92%	197.71%	140.58%	140.66%	134.35%	121.91%
Covered payroll	\$ 385,302	\$ 436,212	\$ 537,997	\$ 649,035	\$ 653,711	\$ 716,856	\$ 786,148	\$ 894,008
Net OPEB liability as a percentage of covered payroll	-47.10%	-30.63%	-22.76%	-21.34%	-10.07%	-9.54%	-7.66%	-4.64%

Note: The City implemented GASB 75 in fiscal year 2018. Information prior to 2018 is not available.

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Pension/OPEB Contributions**  
**June 30, 2025**

**ASRS - Pension**

	Reporting Fiscal Year									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Contractually required contribution	\$ 295,715	\$ 292,412	\$ 240,180	\$ 223,459	\$ 204,925	\$ 200,068	\$ 196,557	\$ 211,806	\$ 207,125	\$ 176,660
Contributions in relation to the contractually required contribution	\$ (295,715)	\$ (292,412)	\$ (240,180)	\$ (223,459)	\$ (204,925)	\$ (200,068)	\$ (196,557)	\$ (211,806)	\$ (207,125)	\$ (176,660)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 2,465,939	\$ 2,293,275	\$ 1,976,825	\$ 1,677,753	\$ 1,652,223	\$ 1,694,725	\$ 1,768,383	\$ 1,716,492	\$ 1,721,226	\$ 1,784,509
Contributions as a percentage of covered payroll	11.99%	12.75%	12.15%	13.32%	12.40%	11.81%	11.12%	12.34%	12.03%	9.90%

**ASRS - Health insurance premium benefit**

	Reporting Fiscal Year									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	
Contractually required contribution	\$ 1,718	\$ 2,465	\$ 2,060	\$ 3,508	\$ 6,419	\$ 8,131	\$ 7,819	\$ 8,443	\$ 10,028	
Contributions in relation to the contractually required contribution	(1,718)	(2,465)	(2,060)	(3,508)	(6,419)	(8,131)	(7,819)	(8,443)	(10,028)	
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 2,465,939	\$ 2,293,275	\$ 1,976,825	\$ 1,677,753	\$ 1,652,223	\$ 1,694,725	\$ 1,768,383	\$ 1,716,492	\$ 1,721,226	
Contributions as a percentage of covered payroll	0.07%	0.11%	0.10%	0.21%	0.39%	0.48%	0.44%	0.49%	0.58%	

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Pension/OPEB Contributions**  
**June 30, 2025**

ASRS - Long-term disability	Reporting Fiscal Year									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Contractually required contribution	\$ 3,681	\$ 3,477	\$ 2,733	\$ 3,375	\$ 3,053	\$ 2,877	\$ 2,760	\$ 3,070	\$ 2,642	\$ 2,642
Contributions in relation to the contractually required contribution	(3,681)	(3,477)	(2,733)	(3,375)	(3,053)	(2,877)	(2,760)	(3,070)	(2,642)	(2,642)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 2,465,939	\$ 2,293,275	\$ 1,976,825	\$ 1,677,753	\$ 1,652,223	\$ 1,694,725	\$ 1,768,383	\$ 1,716,492	\$ 1,721,226	\$ 1,721,226
Contributions as a percentage of covered payroll	0.15%	0.15%	0.14%	0.20%	0.18%	0.17%	0.16%	0.18%	0.15%	0.15%

Note: The City implemented GASB 75 in fiscal year 2018. Information prior to 2018 is not available.

PSPRS Police - Pensions	Reporting Fiscal Year									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Actuarially determined contribution	\$ 7,167	\$ 39,715	\$ 26,304	\$ 497,427	\$ 605,487	\$ 532,533	\$ 602,870	\$ 706,187	\$ 519,068	\$ 552,417
Contributions in relation to the actuarially determined contribution	\$ (7,167)	\$ (39,715)	\$ (374,955)	\$ (10,229,685)	\$ (605,487)	\$ (532,533)	\$ (602,870)	\$ (706,187)	\$ (519,068)	\$ (552,417)
Contribution deficiency (excess)	\$ -	\$ -	\$ (348,651)	\$ (9,732,258)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 78,070	\$ 82,568	\$ 81,715	\$ 140,664	\$ 240,628	\$ 262,739	\$ 351,956	\$ 562,567	\$ 585,292	\$ 442,576
Contributions as a percentage of covered payroll	9.18%	48.10%	458.86%	7272.43%	251.63%	202.69%	171.29%	125.53%	88.69%	124.82%

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Pension/OPEB Contributions**  
**June 30, 2025**

PSPRS Fire -Pensions	Reporting Fiscal Year									
	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016
Actuarially determined contribution	\$ 59,433	\$ 68,959	\$ 92,350	\$ 647,373	\$ 705,847	\$ 692,111	\$ 781,541	\$ 699,109	\$ 790,896	\$ 816,618
Contributions in relation to the actuarially determined contribution	\$ (59,433)	\$ (68,959)	\$ (300,844)	\$ (11,665,115)	\$ (705,847)	\$ (692,111)	\$ (781,541)	\$ (699,109)	\$ (790,896)	\$ (816,618)
Contribution deficiency (excess)	\$ -	\$ -	\$ (208,494)	\$ (11,017,742)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 409,316	\$ 385,302	\$ 436,212	\$ 537,997	\$ 649,035	\$ 653,711	\$ 716,856	\$ 786,148	\$ 894,008	\$ 944,130
Contributions as a percentage of covered payroll	14.52%	17.90%	68.97%	2168.25%	108.75%	105.87%	109.02%	88.93%	88.47% #	86.49%

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Schedule of Pension/OPEB Contributions**  
**June 30, 2025**

**PSPRS Police-Health Insurance Premium Benefit**

	Reporting Fiscal Year								
	2025	2024	2023	2022	2021	2020	2019	2018	2017
Actuarially determined contribution	\$ -	\$ 562	\$ 715	\$ 9,116	\$ 2,820	\$ 5,361	\$ 4,614	\$ 899	\$ 3,598
Contributions in relation to the actuarially determined contribution	\$ -	\$ (562)	\$ (715)	\$ (9,116)	\$ (2,820)	\$ (5,361)	\$ (4,614)	\$ (899)	\$ (3,598)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 78,070	\$ 82,568	\$ 81,715	\$ 140,664	\$ 240,628	\$ 262,739	\$ 351,956	\$ 562,567	\$ 585,292
Contributions as a percentage of covered payroll	0.00%	0.68%	0.87%	6.48%	1.17%	2.04%	1.31%	0.16%	0.61%

**PSPRS Fire - Health Insurance Premium Benefit**

	Reporting Fiscal Year								
	2025	2024	2023	2022	2021	2020	2019	2018	2017
Actuarially determined contribution	\$ 999	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (213)	\$ -
Contributions in relation to the actuarially determined contribution	\$ (999)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213	\$ -
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 409,316	\$ 385,302	\$ 436,212	\$ 537,997	\$ 649,035	\$ 653,711	\$ 716,856	\$ 786,148	\$ 894,008
Contributions as a percentage of covered payroll	0.24%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	-0.03%	0.00%

Note: The City implemented GASB 75 in fiscal year 2018. Information prior to 2018 is not available.

See accompanying notes to pension/OPEB plan schedules

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Notes to Pension/OPEB Plan Schedules**  
**June 30, 2025**

**Note 1. Actuarially Determined Contribution Rates**

Actuarially determined contribution rates for PSPRS are calculated as of June 30 two years prior to the end of the fiscal year in which contributions are made. The actuarial methods and assumptions used to establish the contribution requirements are as follows:

Actuarial cost method	Entry age normal
Amortization method	Level percent-of-pay, closed
Remaining amortization period as of the 2023 actuarial valuation	14 years for unfunded
Asset valuation method	7-year smoothed market value; 80%/120% market corridor

Actuarial assumptions:

Investment rate of return	In the 2022 actuarial valuation, the investment rate of return was decreased from 7.3% to 7.2%. In the 2019 actuarial valuation, the investment rate of return was decreased from 7.4% to 7.3%. In the 2017 actuarial valuation, the investment rate of return was decreased from 7.5% to 7.4%. In the 2016 actuarial valuation, the investment rate of return was decreased from 7.85% to 7.5%. In the 2013 actuarial valuation, the investment rate of return was decreased from 8.0% to 7.85%.
Projected salary increases	In the 2017 actuarial valuation, projected salary increases were decreased from 4.0%–8.0% to 3.5%–7.5% for PSPRS. In the 2014 actuarial valuation, projected salary increases were decreased from 4.5%–8.5% to 4.0%–8.0% for PSPRS. In the 2013 actuarial valuation, projected salary increases were decreased from 5.0%–9.0% to 4.5%–8.5% for PSPRS.
Wage growth	In the 2022 actuarial valuation, wage growth was changed from 3.5% to a range of 3.0-6.25% for PSPRS. In the 2017 actuarial valuation, wage growth was decreased from 4% to 3.5% for PSPRS. In the 2014 actuarial valuation, wage growth was decreased from 4.5% to 4.0% for PSPRS. In the 2013 actuarial valuation, wage growth was decreased from 5.0% to 4.5% for PSPRS.
Retirement age	Experience-based table of rates that is specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period July 1, 2006–June 30, 2011.
Mortality	In the 2019 actuarial valuation, changed to PubS-2010 tables. In the 2017 actuarial valuation, changed to RP-2014 tables, with 75% of MP-2016 fully generational projection scales. RP-2000 mortality table (adjusted by 105% for both males and females)

**CITY OF BISBEE, ARIZONA**  
**Required Supplementary Information**  
**Notes to Pension/OPEB Plan Schedules**  
**June 30, 2025**

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**Note 2.            Factors that Affect Trends**

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Arizona courts have ruled that provisions of a 2011 law that changed the mechanism for funding permanent pension benefit increases and increased employee pension contribution rates were unconstitutional or a breach of contract because those provisions apply to individuals who were members as of the law's effective date. As a result, the PSPRS changed benefit terms to reflect the prior mechanism for funding permanent benefit increases for those members and revised actuarial assumptions to explicitly value future permanent benefit increases. PSPRS also reduced those members' employee contribution rates. These changes are reflected in the plans' pension liabilities for fiscal year 2015 (measurement date 2014) for members who were retired as of the law's effective date and fiscal year 2018 (measurement date 2017) for members who retired or will retire after the law's effective date. These changes also increased the PSPRS required pension contributions beginning in fiscal year 2016 for members who were retired as of the law's effective date. These changes increased the PSPRS required contributions beginning in fiscal year 2016 for members who retired or will retire after the law's effective date. Also, the City refunded excess employee contributions to PSPRS members. PSPRS allowed the City to reduce its actual employer contributions for the refund amounts. As a result, the City's pension contributions were less than the actuarially or statutorily determined contributions for 2018 and 2019.

**REQUIRED SUPPLEMENTARY INFORMATION**

**BUDGETARY COMPARISON SCHEDULES**

**FOR THE FOLLOWING MAJOR FUNDS:**

- The **General Fund** is the City's primary operating fund. It accounts for all financial resources of the general government, except for those accounted for in another fund.
- The **Camp Naco Fund** accounts for the restoration activities of Camp Naco.
- The **Capital Improvement Fund** accounts for certain capital improvement projects of the City.

**CITY OF BISBEE, ARIZONA**  
**GENERAL FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>REVENUES:</b>				
Taxes:				
City sales tax	\$ 2,900,000	\$ 2,900,000	\$ 2,712,836	\$ (187,164)
Property taxes	1,351,729	1,351,729	1,340,738	(10,991)
Total taxes	<u>4,251,729</u>	<u>4,251,729</u>	<u>4,053,574</u>	<u>(198,155)</u>
Fines and forfeitures	100	100	1,019	919
Licenses and permits	210,150	210,150	303,502	93,352
Intergovernmental:				
State sales tax	764,096	764,096	765,544	1,448
Auto lieu tax	315,887	315,887	315,060	(827)
Urban revenue sharing	1,075,523	1,075,523	1,062,363	(13,160)
Other Intergovernmental revenues	64,500	64,500	84,658	20,158
Total intergovernmental	<u>2,430,256</u>	<u>2,430,256</u>	<u>2,532,146</u>	<u>101,890</u>
Charges for services	996,700	996,700	1,105,685	108,985
Administration	1,880,563	1,880,563	1,880,563	-
Investment earnings	200,000	200,000	229,629	29,629
Other revenues:				
Rent	60,515	60,515	60,651	136
Contributions	100	100	835	735
Insurance proceeds	100,000	100,000	8,903	(91,097)
Miscellaneous	7,500	7,500	17,706	10,206
Total other revenues	<u>3,245,378</u>	<u>3,245,378</u>	<u>3,303,972</u>	<u>58,594</u>
<b>Total revenues</b>	<u>9,927,363</u>	<u>9,927,363</u>	<u>9,889,692</u>	<u>(37,671)</u>
<b>EXPENDITURES:</b>				
General government				
Mayor and council	51,508	54,508	54,099	409
City manager	176,916	176,916	172,599	4,317
Finance	553,985	553,985	581,770	(27,785)
City clerk	210,667	210,667	199,457	11,210
Community development	306,747	306,747	295,403	11,344
Administration	236,585	236,585	226,459	10,126
Personnel	186,602	186,602	122,809	63,793
Legal services	166,458	166,458	99,790	66,668
Water systems	12,762	22,762	21,937	825
Information systems	95,991	120,991	120,651	340
Cemetery	6,192	6,192	4,976	1,216
Building maintenance	234,820	234,820	214,005	20,815
Public works administration	185,552	190,052	189,792	260
Garage	190,718	190,718	161,584	29,134
Building inspector	170,273	170,273	152,381	17,892
Contingency	150,000	150,000	17,722	132,278
Total general government	<u>2,935,776</u>	<u>2,978,276</u>	<u>2,635,434</u>	<u>342,842</u>

(Continued)

**CITY OF BISBEE, ARIZONA**  
**GENERAL FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual (Continued)**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Public safety				
Police department	2,289,981	2,289,981	2,217,474	72,507
Fire department	2,549,675	2,549,675	2,710,459	(160,784)
City magistrate	91,813	91,913	91,899	14
Total public safety	<u>4,931,469</u>	<u>4,931,569</u>	<u>5,019,832</u>	<u>(88,263)</u>
Culture and recreation				
Parks	291,596	291,596	271,092	20,504
Swimming pool	83,143	97,643	97,541	102
Library	284,778	284,778	264,735	20,043
Senior citizens' center	27,384	27,384	24,448	2,936
Total culture and recreation	<u>686,901</u>	<u>701,401</u>	<u>657,816</u>	<u>43,585</u>
Debt service:				
Principal	241,513	241,513	246,368	(4,855)
Interest	1,148,720	1,148,720	1,154,510	(5,790)
Total debt service	<u>1,390,233</u>	<u>1,390,233</u>	<u>1,400,878</u>	<u>(10,645)</u>
<b>Total expenditures</b>	<u>9,944,379</u>	<u>10,001,479</u>	<u>9,713,960</u>	<u>287,519</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(17,016)</u>	<u>(74,116)</u>	<u>175,732</u>	<u>249,848</u>
<b>Other financing sources (uses):</b>				
Debt proceeds	-	-	399,170	399,170
Transfer from other funds	22,384	22,384	26,786	4,402
Transfer to other funds	(557,676)	(1,157,676)	(1,186,726)	(29,050)
<b>Total other financing sources (uses)</b>	<u>(535,292)</u>	<u>(1,135,292)</u>	<u>(760,770)</u>	<u>374,522</u>
<b>Net change in fund balance</b>	<u>(552,308)</u>	<u>(1,209,408)</u>	<u>(585,038)</u>	<u>624,370</u>
Fund balance, beginning	<u>4,622,878</u>	<u>4,622,878</u>	<u>4,622,878</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 4,070,570</u>	<u>\$ 3,413,470</u>	<u>\$ 4,037,840</u>	<u>\$ 624,370</u>

**CITY OF BISBEE, ARIZONA**  
**CAMP NACO FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental revenue	\$ 3,782,486	\$ 3,782,486	\$ 1,688,722	\$ (2,093,764)
Contributions	1,500,000	1,500,000	463,074	(1,036,926)
<b>Total revenues</b>	<u>5,282,486</u>	<u>5,282,486</u>	<u>2,151,796</u>	<u>(3,130,690)</u>
<b>EXPENDITURES</b>				
Culture and recreation	1,347,797	1,347,797	830,057	517,740
Capital outlay	4,396,322	4,396,322	1,321,739	3,074,583
<b>Total expenditures</b>	<u>5,744,119</u>	<u>5,744,119</u>	<u>2,151,796</u>	<u>3,592,323</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(461,633)</u>	<u>(461,633)</u>	<u>-</u>	<u>461,633</u>
Fund balance, beginning	<u>1,492</u>	<u>1,492</u>	<u>1,492</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ (460,141)</u>	<u>\$ (460,141)</u>	<u>\$ 1,492</u>	<u>\$ 461,633</u>

**CITY OF BISBEE, ARIZONA**  
**CAPITAL IMPROVEMENT FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Miscellaneous	\$ 600,000	\$ 600,000	\$ 6,957	\$ (593,043)
<b>Total revenues</b>	<u>600,000</u>	<u>600,000</u>	<u>6,957</u>	<u>(593,043)</u>
<b>EXPENDITURES</b>				
Community development	-	-	120,000	(120,000)
Capital outlay	3,646,060	3,646,060	3,155,532	490,528
<b>Total expenditures</b>	<u>3,646,060</u>	<u>3,646,060</u>	<u>3,275,532</u>	<u>370,528</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(3,046,060)</u>	<u>(3,046,060)</u>	<u>(3,268,575)</u>	<u>(222,515)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	146,060	146,060	697,790	551,730
<b>Total other financing sources (uses)</b>	<u>146,060</u>	<u>146,060</u>	<u>697,790</u>	<u>551,730</u>
<b>Net change in fund balances</b>	(2,900,000)	(2,900,000)	(2,570,785)	329,215
Fund balance, beginning	<u>2,375,651</u>	<u>2,375,651</u>	<u>2,375,651</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ (524,349)</u>	<u>\$ (524,349)</u>	<u>\$ (195,134)</u>	<u>\$ 329,215</u>

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**SUPPLEMENTARY INFORMATION**  
**COMBINING STATEMENTS AND**  
**BUDGETARY COMPARISON SCHEDULES**  
**NON-MAJOR GOVERNMENTAL FUNDS**

**Special Revenue Funds**

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for a particular purpose.

- The **General Grants Fund** is used to account for federal and state grants and contributions that are restricted for specific use.
- The **Public Safety Fire Grants Fund** is used to account for federal and state grants and contributions that are restricted for fire.
- The **Transportation Grants Fund** is used to account for federal and state grants and contributions that are restricted for transportation projects.
- The **Transient Room Tax Fund** is used to account for bed tax receipts and expenditures.
- The **Streets Fund** accounts for the operation and maintenance of the City's streets, rights of way and street lighting throughout the City.
- The **Rico Drug Enforcement Asset Fund** is used to account for RICO funds that are restricted for police.
- The **Bisbee Arts Commission Fund** is used to account for art project funds and related expenditures.
- The **Affordable Housing Fund** is used to account for housing project funds and related expenditures.
- The **Miscellaneous Donations Fund** is used to account for miscellaneous donations and related expenditures.
- The **Airport Fund** is used to account for airport operations and projects.
- The **Police Special Revenue Grants Fund** is used to account for federal and state grants and contributions that are restricted for police.
- The **Public Works Grants Fund** is used to account for federal and state grants and contributions that are restricted for public works.
- The **Miscellaneous Grants Fund** is used to account for federal and state grants and contributions that are restricted for specific use.
- The **American Rescue Plan Act Fund** is used to account for federal funds received from the American Rescue Plan Act..
- The **Youth Program Fund** is used to account for funds restricted for the Youth Council.
- The **Bisbee Bus Fund** is used to account for the operations and projects of Bisbee busses.
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**CITY OF BISBEE, ARIZONA**  
**Combining Balance Sheet**  
**Non-major Governmental Funds**  
**June 30, 2025**

	Special Revenue Funds							Miscellaneous Donations Fund
	General Grants Fund	Public Safety Fire Grants Fund	Transient Room Tax Fund	Streets Fund	Rico Drug Enforcement Asset fund	Bisbee Arts Commission Fund	Affordable Housing Fund	
<b>ASSETS</b>								
Cash and cash equivalents	\$ -	\$ 515,063	\$ 482,030	\$ -	\$ 11,414	\$ 28,236	\$ 10,773	\$ 32,923
Investments	-	-	-	705	-	-	-	-
Receivables:								
Accounts	21,275	-	-	523	-	1,137	-	-
Due from other governments	657,836	-	-	50,714	-	-	-	-
Prepays	-	-	-	3,053	-	-	-	-
Inventory	-	-	-	150,262	-	-	390,700	-
Total assets	<u>\$ 679,111</u>	<u>\$ 515,063</u>	<u>\$ 482,030</u>	<u>\$ 205,257</u>	<u>\$ 11,414</u>	<u>\$ 29,373</u>	<u>\$ 401,473</u>	<u>\$ 32,923</u>
<b>LIABILITIES</b>								
Liabilities:								
Accounts payable	\$ 97,170	\$ -	\$ 42,726	\$ 14,332	\$ -	\$ 1,460	\$ -	\$ 45
Due to other funds	545,284	-	-	185,660	-	-	-	-
Accrued payroll	-	-	2,228	5,265	-	-	-	-
Unearned revenue	-	-	-	-	-	-	-	-
Total liabilities	<u>642,454</u>	<u>-</u>	<u>44,954</u>	<u>205,257</u>	<u>-</u>	<u>1,460</u>	<u>-</u>	<u>45</u>
<b>FUND BALANCES</b>								
Nonspendable:								
Prepays	-	-	-	3,053	-	-	-	-
Inventory	-	-	-	150,262	-	-	390,700	-
Restricted for:								
Public safety	-	15,063	-	-	11,414	-	-	-
Culture and recreation	-	-	-	-	-	27,913	-	-
Other purposes	36,657	-	437,076	-	-	-	10,773	32,878
Assigned	-	500,000	-	-	-	-	-	-
Unassigned (deficit)	-	-	-	(153,315)	-	-	-	-
Total fund balances	<u>36,657</u>	<u>515,063</u>	<u>437,076</u>	<u>-</u>	<u>11,414</u>	<u>27,913</u>	<u>401,473</u>	<u>32,878</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 679,111</u>	<u>\$ 515,063</u>	<u>\$ 482,030</u>	<u>\$ 205,257</u>	<u>\$ 11,414</u>	<u>\$ 29,373</u>	<u>\$ 401,473</u>	<u>\$ 32,923</u>

Special Revenue Funds							
Airport Fund	Police Special Revenue Grants Fund	Public Works Grants Fund	Miscellaneous Grants Fund	American Rescue Plan Act Fund	Youth Program Fund	Bisbee Bus Fund	Total Non-major Funds
\$ -	\$ -	\$ -	\$ 34,900	\$ 237,402	\$ 2,409	\$ -	\$ 1,355,150
-	-	-	-	-	149,880	-	150,585
600	-	-	-	-	-	5,407	28,942
-	127,736	-	-	-	-	84,107	920,393
1,772	-	-	-	-	-	-	4,825
18,872	-	-	-	-	-	-	559,834
<u>\$ 21,244</u>	<u>\$ 127,736</u>	<u>\$ -</u>	<u>\$ 34,900</u>	<u>\$ 237,402</u>	<u>\$ 152,289</u>	<u>\$ 89,514</u>	<u>\$ 3,019,729</u>
\$ 106	\$ -	\$ -	\$ 115	\$ 39,722	\$ -	\$ 1,581	\$ 197,257
19,560	95,437	-	-	-	-	87,933	933,874
-	-	-	-	-	-	-	7,493
-	-	-	28,715	-	-	-	28,715
<u>19,666</u>	<u>95,437</u>	<u>-</u>	<u>28,830</u>	<u>39,722</u>	<u>-</u>	<u>89,514</u>	<u>1,167,339</u>
1,772	-	-	-	-	-	-	4,825
-	-	-	-	-	-	-	540,962
-	32,299	-	-	-	-	-	58,776
-	-	-	-	-	-	-	27,913
-	-	-	6,070	197,680	152,289	-	873,423
-	-	-	-	-	-	-	500,000
(194)	-	-	-	-	-	-	(153,509)
<u>1,578</u>	<u>32,299</u>	<u>-</u>	<u>6,070</u>	<u>197,680</u>	<u>152,289</u>	<u>-</u>	<u>1,852,390</u>
<u>\$ 21,244</u>	<u>\$ 127,736</u>	<u>\$ -</u>	<u>\$ 34,900</u>	<u>\$ 237,402</u>	<u>\$ 152,289</u>	<u>\$ 89,514</u>	<u>\$ 3,019,729</u>

**CITY OF BISBEE, ARIZONA**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Non-major Governmental Funds**  
**For the Year Ended June 30, 2025**

	Special Revenue Funds							
	General Grants Fund	Public Safety Fire Grants Fund	Transient Room Tax Fund	Streets Fund	Rico Drug Enforcement Asset fund	Bisbee Arts Commission Fund	Affordable Housing Fund	Miscellaneous Donations Fund
<b>REVENUES</b>								
Taxes	\$ -	\$ -	\$ 417,884	\$ 556,703	\$ -	\$ -	\$ -	\$ -
Intergovernmental revenue	1,113,441	96,290	-	513,852	-	-	-	-
Charges for services	-	-	-	22,139	-	-	-	-
Fines and forfeitures	-	-	-	-	-	-	-	-
Investment earnings	-	-	-	33	-	-	-	-
Rent	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	134,541	21,368
Miscellaneous	-	-	-	-	-	9,353	350,549	-
<b>Total revenues</b>	<u>1,113,441</u>	<u>96,290</u>	<u>417,884</u>	<u>1,092,727</u>	<u>-</u>	<u>9,353</u>	<u>485,090</u>	<u>21,368</u>
<b>EXPENDITURES</b>								
General government	-	-	-	-	-	-	-	-
Public safety	-	117,330	-	-	-	-	-	-
Community development	-	-	-	-	-	-	624,258	-
Culture and recreation	-	-	293,725	-	-	8,131	-	20,478
Transportation	-	-	-	1,065,888	-	-	-	-
Capital outlay	1,076,784	-	-	304,256	-	-	-	-
<b>Total expenditures</b>	<u>1,076,784</u>	<u>117,330</u>	<u>293,725</u>	<u>1,370,144</u>	<u>-</u>	<u>8,131</u>	<u>624,258</u>	<u>20,478</u>
<b>Excess of revenues over (under) expenditures</b>	<u>36,657</u>	<u>(21,040)</u>	<u>124,159</u>	<u>(277,417)</u>	<u>-</u>	<u>1,222</u>	<u>(139,168)</u>	<u>890</u>
<b>OTHER FINANCING SOURCES (USES)</b>								
Transfers out	-	-	(20,000)	(42,924)	-	-	-	-
Transfers in	-	521,040	-	17,187	-	-	-	-
<b>Total other financing sources (uses)</b>	<u>-</u>	<u>521,040</u>	<u>(20,000)</u>	<u>(25,737)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balances</b>	<u>36,657</u>	<u>500,000</u>	<u>104,159</u>	<u>(303,154)</u>	<u>-</u>	<u>1,222</u>	<u>(139,168)</u>	<u>890</u>
Fund balances, beginning, as previously stated	-	15,063	332,917	-	11,414	26,691	540,641	31,988
Adjustment-changes from major to non-major	-	-	-	303,154	-	-	-	-
<b>Fund balances, ending</b>	<u>\$ 36,657</u>	<u>\$ 515,063</u>	<u>\$ 437,076</u>	<u>\$ -</u>	<u>\$ 11,414</u>	<u>\$ 27,913</u>	<u>\$ 401,473</u>	<u>\$ 32,878</u>

Special Revenue Funds

Airport Fund	Police Special Revenue Grants Fund	Public Works Grants Fund	Miscellaneous Grants Fund	American Rescue Plan Act Fund	Youth Program Fund	Bisbee Bus Fund	Total Non-major Funds
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 974,587
-	360,853	-	-	-	-	180,642	2,265,078
31,622	-	-	-	-	-	14,464	68,225
-	32,269	-	-	-	-	-	32,269
-	-	-	-	-	6,971	-	7,004
12,142	-	-	-	-	-	-	12,142
-	-	-	-	-	-	-	155,909
-	-	-	66,050	-	-	-	425,952
43,764	393,122	-	66,050	-	6,971	195,106	3,941,166
-	-	-	59,000	292,295	-	-	351,295
-	1,735	-	-	-	-	-	119,065
-	-	-	-	-	-	-	624,258
-	-	-	7,370	-	-	-	329,704
42,186	-	-	-	-	-	291,875	1,399,949
-	359,088	-	-	-	-	-	1,740,128
42,186	360,823	-	66,370	292,295	-	291,875	4,564,399
1,578	32,299	-	(320)	(292,295)	6,971	(96,769)	(623,233)
-	-	-	-	-	-	-	(62,924)
-	-	-	-	-	-	96,769	634,996
-	-	-	-	-	-	96,769	572,072
1,578	32,299	-	(320)	(292,295)	6,971	-	(51,161)
-	-	-	6,390	489,975	145,318	-	1,600,397
-	-	-	-	-	-	-	303,154
\$ 1,578	\$ 32,299	\$ -	\$ 6,070	\$ 197,680	\$ 152,289	\$ -	\$ 1,852,390

**CITY OF BISBEE, ARIZONA  
GENERAL GRANTS  
SPECIAL REVENUE FUND  
Schedule of Revenues, Expenditures and Changes in Fund Balance  
Budget and Actual  
For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental revenue	\$ 90,546,000	\$ 89,825,900	\$ 1,113,441	\$ (88,712,459)
<b>Total revenues</b>	<u>90,546,000</u>	<u>89,825,900</u>	<u>1,113,441</u>	<u>(88,712,459)</u>
<b>EXPENDITURES</b>				
Capital outlay	90,546,000	89,825,900	1,076,784	88,749,116
<b>Total expenditures</b>	<u>90,546,000</u>	<u>89,825,900</u>	<u>1,076,784</u>	<u>88,749,116</u>
<b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>36,657</u>	<u>36,657</u>
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 36,657</u>	<u>\$ 36,657</u>

**CITY OF BISBEE, ARIZONA**  
**PUBLIC SAFETY FIRE GRANTS**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	Budgeted Amounts		Actual	Variance Favorable (Unfavorable)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental revenue	\$ 2,240,000	\$ 2,240,000	\$ 96,290	\$ (2,143,710)
Contributions	25,000	25,000	-	(25,000)
<b>Total revenues</b>	2,265,000	2,265,000	96,290	(2,168,710)
<b>EXPENDITURES</b>				
Public safety	2,765,000	2,765,000	117,330	2,647,670
<b>Total expenditures</b>	2,765,000	2,765,000	117,330	2,647,670
<b>Excess of revenues over (under) expenditures</b>	(500,000)	(500,000)	(21,040)	478,960
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	500,000	500,000	521,040	21,040
<b>Total other financing sources (uses)</b>	500,000	500,000	521,040	21,040
<b>Net change in fund balances</b>	-	-	500,000	500,000
Fund balance, beginning	15,063	15,063	15,063	-
<b>Fund balance, ending</b>	\$ 15,063	\$ 15,063	\$ 515,063	\$ 500,000

**CITY OF BISBEE, ARIZONA  
TRANSIENT ROOM TAX  
SPECIAL REVENUE FUND**

**Schedule of Revenues, Expenditures and Changes in Fund Balance  
Budget and Actual  
For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>REVENUES</b>				
Taxes	\$ 260,000	\$ 315,000	\$ 417,884	\$ 102,884
<b>Total revenues</b>	<u>260,000</u>	<u>315,000</u>	<u>417,884</u>	<u>102,884</u>
<b>EXPENDITURES</b>				
Culture and recreation	240,000	295,000	293,725	1,275
<b>Total expenditures</b>	<u>240,000</u>	<u>295,000</u>	<u>293,725</u>	<u>1,275</u>
<b>Excess of revenues     over (under) expenditures</b>	<u>20,000</u>	<u>20,000</u>	<u>124,159</u>	<u>104,159</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(20,000)	(20,000)	(20,000)	-
<b>Total other financing sources (uses)</b>	<u>(20,000)</u>	<u>(20,000)</u>	<u>(20,000)</u>	<u>-</u>
<b>Net change in fund balances</b>	-	-	104,159	104,159
Fund balance, beginning	<u>332,917</u>	<u>332,917</u>	<u>332,917</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 332,917</u>	<u>\$ 332,917</u>	<u>\$ 437,076</u>	<u>\$ 104,159</u>

**CITY OF BISBEE, ARIZONA**  
**STREETS**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Positive (Negative)
<b>REVENUES:</b>				
Taxes	\$ 500,000	\$ 500,000	\$ 556,703	\$ 56,703
Intergovernmental	506,488	506,488	513,852	7,364
Charges for services	14,000	14,000	22,139	8,139
Interest	24	24	33	9
<b>Total revenues</b>	<u>1,020,512</u>	<u>1,020,512</u>	<u>1,092,727</u>	<u>72,215</u>
<b>EXPENDITURES:</b>				
Transportation	1,121,588	1,121,588	1,065,888	55,700
Capital outlay	306,000	306,000	304,256	1,744
<b>Total expenditures</b>	<u>1,427,588</u>	<u>1,427,588</u>	<u>1,370,144</u>	<u>57,444</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(407,076)</u>	<u>(407,076)</u>	<u>(277,417)</u>	<u>129,659</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	-	17,187	17,187
Transfers out	(42,924)	(42,924)	(42,924)	-
<b>Total other financing sources (uses)</b>	<u>(42,924)</u>	<u>(42,924)</u>	<u>(25,737)</u>	<u>17,187</u>
<b>Net change in fund balance</b>	(450,000)	(450,000)	(303,154)	146,846
Fund balance, beginning	<u>303,154</u>	<u>303,154</u>	<u>303,154</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ (146,846)</u>	<u>\$ (146,846)</u>	<u>\$ -</u>	<u>\$ 146,846</u>

**CITY OF BISBEE, ARIZONA**  
**RICO DRUG ENFORCEMENT ASSET**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental revenue	\$ 115,000	\$ 115,000	\$ -	\$ (115,000)
Charges for services	2,000	2,000	-	(2,000)
<b>Total revenues</b>	<u>117,000</u>	<u>117,000</u>	<u>-</u>	<u>(117,000)</u>
<b>EXPENDITURES</b>				
Public safety	17,000	17,000	-	17,000
Capital outlay	100,000	100,000	-	100,000
<b>Total expenditures</b>	<u>117,000</u>	<u>117,000</u>	<u>-</u>	<u>117,000</u>
<b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance, beginning	<u>11,414</u>	<u>11,414</u>	<u>11,414</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 11,414</u>	<u>\$ 11,414</u>	<u>\$ 11,414</u>	<u>\$ -</u>

**CITY OF BISBEE, ARIZONA  
 BISBEE ARTS COMMISSION  
 SPECIAL REVENUE FUND  
 Schedule of Revenues, Expenditures and Changes in Fund Balance  
 Budget and Actual  
 For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>REVENUES</b>				
Miscellaneous	\$ 16,580	\$ 16,580	\$ 9,353	\$ (7,227)
<b>Total revenues</b>	<u>16,580</u>	<u>16,580</u>	<u>9,353</u>	<u>(7,227)</u>
<b>EXPENDITURES</b>				
Culture and recreation	21,580	21,580	8,131	13,449
<b>Total expenditures</b>	<u>21,580</u>	<u>21,580</u>	<u>8,131</u>	<u>13,449</u>
<b>Excess of revenues     over (under) expenditures</b>	<u>(5,000)</u>	<u>(5,000)</u>	<u>1,222</u>	<u>6,222</u>
Fund balance, beginning	<u>26,691</u>	<u>26,691</u>	<u>26,691</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 21,691</u>	<u>\$ 21,691</u>	<u>\$ 27,913</u>	<u>\$ 6,222</u>

**CITY OF BISBEE, ARIZONA**  
**AFFORDABLE HOUSING**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Contributions	\$ -	\$ -	\$ 134,541	\$ 134,541
Miscellaneous	400,000	400,000	350,549	(49,451)
<b>Total revenues</b>	<u>400,000</u>	<u>400,000</u>	<u>485,090</u>	<u>85,090</u>
 <b>EXPENDITURES</b>				
Community development	400,000	400,000	624,258	(224,258)
<b>Total expenditures</b>	<u>400,000</u>	<u>400,000</u>	<u>624,258</u>	<u>(224,258)</u>
 <b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>(139,168)</u>	<u>(139,168)</u>
Fund balance, beginning	<u>540,641</u>	<u>540,641</u>	<u>540,641</u>	<u>-</u>
 <b>Fund balance, ending</b>	<u>\$ 540,641</u>	<u>\$ 540,641</u>	<u>\$ 401,473</u>	<u>\$ (139,168)</u>

**CITY OF BISBEE, ARIZONA**  
**MISCELLANEOUS DONATIONS**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Contributions	\$ 1,025,500	\$ 1,025,500	\$ 21,368	\$ (1,004,132)
<b>Total revenues</b>	<u>1,025,500</u>	<u>1,025,500</u>	<u>21,368</u>	<u>(1,004,132)</u>
<b>EXPENDITURES</b>				
General government	1,000,000	1,000,000	-	1,000,000
Public safety	6,000	6,000	-	6,000
Culture and recreation	19,500	19,500	20,478	(978)
<b>Total expenditures</b>	<u>1,025,500</u>	<u>1,025,500</u>	<u>20,478</u>	<u>1,005,022</u>
<b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>890</u>	<u>890</u>
Fund balance, beginning	<u>31,988</u>	<u>31,988</u>	<u>31,988</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 31,988</u>	<u>\$ 31,988</u>	<u>\$ 32,878</u>	<u>\$ 890</u>

**CITY OF BISBEE, ARIZONA  
AIRPORT  
SPECIAL REVENUE FUND  
Schedule of Revenues, Expenditures and Changes in Fund Balance  
Budget and Actual  
For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Favorable (Unfavorable)
<b>REVENUES</b>				
Charges for services	\$ 39,720	\$ 39,720	\$ 31,622	\$ (8,098)
Rent	11,000	11,000	12,142	1,142
<b>Total revenues</b>	<u>50,720</u>	<u>50,720</u>	<u>43,764</u>	<u>(6,956)</u>
<b>EXPENDITURES</b>				
Transportation	55,722	55,722	42,186	13,536
<b>Total expenditures</b>	<u>55,722</u>	<u>55,722</u>	<u>42,186</u>	<u>13,536</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(5,002)</u>	<u>(5,002)</u>	<u>1,578</u>	<u>6,580</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	5,002	5,002	-	(5,002)
<b>Total other financing sources (uses)</b>	<u>5,002</u>	<u>5,002</u>	<u>-</u>	<u>(5,002)</u>
<b>Net change in fund balances</b>	-	-	1,578	1,578
Fund balance, beginning	-	-	-	-
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,578</u>	<u>\$ 1,578</u>

**CITY OF BISBEE, ARIZONA**  
**POLICE SPECIAL REVENUE GRANTS**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental revenue	\$ 2,701,500	\$ 2,701,500	\$ 360,853	\$ (2,340,647)
Fines and forfeitures	30,000	30,000	32,269	2,269
Miscellaneous	22,500	22,500	-	(22,500)
<b>Total revenues</b>	<u>2,754,000</u>	<u>2,754,000</u>	<u>393,122</u>	<u>(2,360,878)</u>
<b>EXPENDITURES</b>				
Public safety	31,500	31,500	1,735	29,765
Capital outlay	2,722,500	2,722,500	359,088	2,363,412
<b>Total expenditures</b>	<u>2,754,000</u>	<u>2,754,000</u>	<u>360,823</u>	<u>2,393,177</u>
<b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>32,299</u>	<u>32,299</u>
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 32,299</u>	<u>\$ 32,299</u>

**CITY OF BISBEE, ARIZONA  
PUBLIC WORKS GRANTS  
SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental revenue	\$ 50,000,000	\$ 50,000,000	\$ -	\$ (50,000,000)
<b>Total revenues</b>	<u>50,000,000</u>	<u>50,000,000</u>	<u>-</u>	<u>(50,000,000)</u>
<b>EXPENDITURES</b>				
Public works	50,000,000	50,000,000	-	50,000,000
<b>Total expenditures</b>	<u>50,000,000</u>	<u>50,000,000</u>	<u>-</u>	<u>50,000,000</u>
<b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BISBEE, ARIZONA**  
**MISCELLANEOUS GRANTS**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable <u>(Unfavorable)</u>
<b>REVENUES</b>				
Intergovernmental revenue	\$ 25,000	\$ 25,000	\$ -	\$ (25,000)
Miscellaneous	1,600,500	1,600,500	66,050	(1,534,450)
<b>Total revenues</b>	<u>1,625,500</u>	<u>1,625,500</u>	<u>66,050</u>	<u>(1,539,450)</u>
<b>EXPENDITURES</b>				
General government	500,000	500,000	59,000	441,000
Culture and recreation	1,125,500	1,125,500	7,370	1,118,130
<b>Total expenditures</b>	<u>1,625,500</u>	<u>1,625,500</u>	<u>66,370</u>	<u>1,559,130</u>
<b>Excess of revenues over (under) expenditures</b>	<u>-</u>	<u>-</u>	<u>(320)</u>	<u>(320)</u>
Fund balance, beginning	<u>6,390</u>	<u>6,390</u>	<u>6,390</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 6,390</u>	<u>\$ 6,390</u>	<u>\$ 6,070</u>	<u>\$ (320)</u>

**CITY OF BISBEE, ARIZONA  
 AMERICAN RESCUE PLAN ACT  
 SPECIAL REVENUE FUND  
 Schedule of Revenues, Expenditures and Changes in Fund Balance  
 Budget and Actual  
 For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>			Variance Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>EXPENDITURES</b>				
General government	670,000	670,000	292,295	377,705
<b>Total expenditures</b>	<u>670,000</u>	<u>670,000</u>	<u>292,295</u>	<u>377,705</u>
<b>Excess of revenues     over (under) expenditures</b>	<u>(670,000)</u>	<u>(670,000)</u>	<u>(292,295)</u>	<u>377,705</u>
Fund balance, beginning	<u>489,975</u>	<u>489,975</u>	<u>489,975</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ (180,025)</u>	<u>\$ (180,025)</u>	<u>\$ 197,680</u>	<u>\$ 377,705</u>

**CITY OF BISBEE, ARIZONA  
YOUTH PROGRAM  
SPECIAL REVENUE FUND  
Schedule of Revenues, Expenditures and Changes in Fund Balance  
Budget and Actual  
For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Investment earnings	\$ 3,000	\$ 3,000	\$ 6,971	\$ 3,971
<b>Total revenues</b>	<u>3,000</u>	<u>3,000</u>	<u>6,971</u>	<u>3,971</u>
<b>EXPENDITURES</b>				
General government	13,000	13,000	-	13,000
<b>Total expenditures</b>	<u>13,000</u>	<u>13,000</u>	<u>-</u>	<u>13,000</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(10,000)</u>	<u>(10,000)</u>	<u>6,971</u>	<u>16,971</u>
Fund balance, beginning	<u>145,318</u>	<u>145,318</u>	<u>145,318</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 135,318</u>	<u>\$ 135,318</u>	<u>\$ 152,289</u>	<u>\$ 16,971</u>

**CITY OF BISBEE, ARIZONA**  
**BISBEE BUS**  
**SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended June 30, 2025**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
<b>REVENUES</b>				
Intergovernmental revenue	\$ 218,000	\$ 218,000	\$ 180,642	\$ (37,358)
Charges for services	14,000	14,000	14,464	464
<b>Total revenues</b>	<u>232,000</u>	<u>232,000</u>	<u>195,106</u>	<u>(36,894)</u>
<b>EXPENDITURES</b>				
Transportation	284,674	292,674	291,875	799
<b>Total expenditures</b>	<u>284,674</u>	<u>292,674</u>	<u>291,875</u>	<u>799</u>
<b>Excess of revenues over (under) expenditures</b>	<u>(52,674)</u>	<u>(60,674)</u>	<u>(96,769)</u>	<u>(36,095)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	52,674	60,674	96,769	36,095
<b>Total other financing sources (uses)</b>	<u>52,674</u>	<u>60,674</u>	<u>96,769</u>	<u>36,095</u>
<b>Net change in fund balances</b>	-	-	-	-
Fund balance, beginning	-	-	-	-
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**OTHER COMMUNICATIONS FROM INDEPENDENT AUDITORS**

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**Independent Auditors' Report on Internal Control Over  
Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed  
in Accordance with *Government Auditing Standards***

The Honorable Mayor and  
City Council  
Bisbee, Arizona

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Bisbee, Arizona as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the City of Bisbee, Arizona's basic financial statements, and have issued our report thereon dated January 27, 2026.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Bisbee, Arizona's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Bisbee, Arizona's internal control. Accordingly, we do not express an opinion on the effectiveness of the City Bisbee, Arizona's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses or significant deficiencies.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Bisbee, Arizona's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Squire & Company, PC*

Squire & Company, PC  
Mesa, Arizona  
January 27, 2026



**Independent Auditors' Report on  
State Legal Compliance**

The Honorable Mayor and  
City Council  
Bisbee, Arizona

We have audited the basic financial statements of the City of Bisbee, Arizona for the year ended June 30, 2025, and have issued our report thereon dated January 27, 2026. Our audit also included test work on the City of Bisbee's compliance with selected requirements identified in the State of Arizona Revised Statutes and the Arizona State Constitution including, but not limited to, Title 28, Chapter 18, Article 2.

The management of the City of Bisbee is responsible for the City's compliance with all requirements identified above. Our responsibility is to express an opinion on compliance with those requirements based on our audit; accordingly, we make the following statements:

The City of Bisbee has established separate funds to account for Highway User Revenue funds and Local Transportation Assistance funds. Highway user revenue fund monies received by the City of Bisbee pursuant to Title 28, Chapter 18, Article 2 and other dedicated state transportation revenues received during the current fiscal year appear to have been used solely for authorized purposes. The funds are administered in accordance with Generally Accepted Accounting Principles. Sources of revenues available and fund balances are reflected in the individual fund financial statements.

Our opinion regarding the City's compliance with annual expenditure limitations has been issued separately with the City's Annual Expenditure Limitation Report.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, The City of Bisbee complied, in all material respects, with the requirements identified above for the year ended June 30, 2025.

The purpose of this report is solely to describe the scope of our testing of the applicable compliance requirements identified in the Arizona Revised Statutes as noted above and the results of that testing based on the state requirements. Accordingly, this report is not suitable for any other purpose.

*Squire & Company, PC*

Squire & Company, PC  
Mesa, Arizona  
January 27, 2026

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**CITY OF BISBEE, ARIZONA**  
**SINGLE AUDIT ACT REPORT**  
**FISCAL YEAR ENDED JUNE 30, 2025**

**CITY OF BISBEE, ARIZONA**

**Table of Contents**

Report on Compliance and on Internal Control over Financial Reporting ..... 1

Schedule of Expenditures of Federal Awards and Notes to the Schedule  
of Expenditures of Federal Awards .....3

Independent Auditors' Report on Compliance for Each Major Program  
and on Internal Control Over Compliance Required by the Uniform Guidance .....5

Schedule of Findings and Questioned Costs

    Summary of Auditors' Results .....8

    Financial Statement Findings .....9

    Federal Award Findings and Questioned Costs .....10

    Summary of Prior Year Findings and Questioned Costs.....10

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**Independent Auditors' Report on Internal Control over  
Financial Reporting and on Compliance and other Matters  
Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

The Honorable Mayor and  
City Council  
Bisbee, Arizona

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Bisbee, Arizona, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated January 27, 2026.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered City of Bisbee, Arizona's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did not identify any deficiencies in internal control that we consider to be significant deficiencies.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Squire & Company, PC*

Squire & Company, PC  
Mesa, Arizona  
January 27, 2026

**CITY OF BISBEE, ARIZONA**  
**Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2025**

<u>Federal Grantor/Pass Through Grantor/Program or Cluster Title</u>	<u>Assistance Listing Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Pass-Through to Subrecipients</u>	<u>Total Federal Expenditures</u>
<b><u>US Department of Commerce</u></b>				
Economic Development Cluster				
Public Works and Economic Development Facilities	11.300		\$ -	\$ 369,759
Total Economic Development Cluster			-	369,759
Total US Department of Commerce			-	369,759
<b><u>US Department of Housing and Urban Development</u></b>				
Passed through Arizona Department of Housing				
Community Development Block Grants				
Owner Occupied Housing Rehabilitation Emergency Repairs	14.228	134-23	-	176,915
Senior Center Improvements	14.228	139-25	-	10,572
Total US Department of Housing and Urban Development			-	187,487
<b><u>US Department of the Interior</u></b>				
Passed through Arizona State Historic Preservation Office				
Historic Preservation Fund Grants-In-Aid	15.904	AZ-24-1012	-	20,000
Total US Department of the Interior			-	20,000
<b><u>US Department of Justice</u></b>				
Bulletproof Vest Partnership Program	16.607		-	1,735
Byrne Discretionary Community Project Grants	16.753		-	210,000
Total US Department of Justice			-	211,735
<b><u>US Department of Transportation</u></b>				
Passed through Arizona Department of Transportation				
Formula Grants for Rural Areas	20.509	JPA 12-004 G45	-	145,941
Total US Department of Transportation			-	145,941
<b><u>US Department of the Treasury</u></b>				
Passed through State of Arizona Office of the Governor				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	GR-ARPA-1022022-01	-	1,688,781
Total US Department of Treasury			-	1,688,781
<b><u>US Environmental Protection Agency</u></b>				
Brownfield Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Cooperative Agreements	66.818		-	316,565
Total US Environmental Protection Agency			-	316,565
<b><u>US Department of Homeland Security</u></b>				
Assistance to Firefighters Grant	97.044		-	4,875
Total US Department of Homeland Security			-	4,875
Total Federal Assistance Expended			\$ -	\$ 2,945,143

**CITY OF BISBEE, ARIZONA**  
**Notes to the Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2025**

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**Note 1. Basis of Presentation**

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**Reporting Entity:**

The accompanying schedule of expenditures of federal awards presents the activity or expenditure of all federal awards programs of City of Bisbee, Arizona (the City) for the year ended June 30, 2025. The City's reporting entity is defined in Note 1 of the basic financial statements. All expenditure of federal awards received directly from federal agencies as well as federal awards passed through other government agencies are included in the schedule.

**Basis of Accounting:**

This accompanying schedule of expenditures of federal awards has been prepared on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

**Relationship to Basic Financial Statements:**

Expenditures of federal awards have been reported in the following funds:

Governmental-Type Activities:	
Camp Naco fund	\$ 1,688,781
Non-major funds:	
Bisbee Bus fund	145,941
General Government Grants fund	893,811
Police Special Revenue and Grants fund	211,735
Public Safety Fire Grants fund	<u>4,875</u>
Total	<u>\$ 2,945,143</u>

**Indirect Cost Rate:**

The City did not elect to use the 10% de minimis indirect cost rate for fiscal year 2025.

**Federal Loans:**

The City did not have any federal loans for fiscal year 2025.

**Subrecipients:**

The City had no subrecipients for fiscal year 2025.



**Independent Auditor's Report on  
Compliance for Each Major Federal Program and  
Report on Internal Control over Compliance  
in Accordance with the Uniform Guidance**

The Honorable Mayor and  
City Council  
Bisbee, Arizona

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited City of Bisbee, Arizona's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of City of Bisbee, Arizona's major federal programs for the year ended June 30, 2025. City of Bisbee, Arizona's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, City of Bisbee, Arizona complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2025.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of City of Bisbee, Arizona and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of City of Bisbee, Arizona's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to City of Bisbee, Arizona's federal programs.

***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an

opinion on City of Bisbee, Arizona's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about City of Bisbee, Arizona's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding City of Bisbee, Arizona's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of City of Bisbee, Arizona's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of City of Bisbee, Arizona's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

**Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Bisbee, Arizona as of and for the year ended June 30, 2025 and the related notes to the financial statements, which collectively comprise City of Bisbee, Arizona's basic financial statements. We issued our report thereon, dated January 27, 2026 which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*Squire & Company, PC*

Squire & Company, PC  
Mesa, Arizona  
January 27, 2026

**CITY OF BISBEE, ARIZONA**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended June 30, 2025**

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**Section I - Summary of Auditor's Results**

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Financial Statements

Type of auditor's report issued: Unmodified  
Internal control over financial reporting:

- Material weaknesses identified? \_\_\_ yes    X no
- Significant deficiencies identified? \_\_\_ yes    X no

Noncompliance material to financial statements noted? \_\_\_ yes    X no

Federal Awards

Internal Control over major programs:

- Material weaknesses identified? \_\_\_ yes    X no
- Significant deficiencies identified? \_\_\_ yes    X no

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516? \_\_\_ yes    X no

Identification of major programs.

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
21.027	COVID-19 - Coronavirus State and Local Fiscal Recovery Funds

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee? \_\_\_ yes    X no

**CITY OF BISBEE, ARIZONA**  
**Schedule of Findings and Questioned Costs, Continued**  
**For the Year Ended June 30, 2025**

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**Section II - Financial Statement Findings**

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**INTERNAL CONTROL OVER FINANCIAL REPORTING**

**Material Weaknesses:**

No material weaknesses noted in fiscal year 2025.

**Significant Deficiencies:**

No significant deficiencies noted in fiscal year 2025.

**COMPLIANCE AND OTHER MATTERS**

**Compliance:**

No compliance items noted in fiscal year 2025.

**Other Matters:**

No other matters noted in fiscal year 2025.

**CITY OF BISBEE, ARIZONA**  
**Schedule of Findings and Questioned Costs, Continued**  
**For the Year Ended June 30, 2025**

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**Section III - Federal Award Findings and Questioned Costs**

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**INTERNAL CONTROL OVER FEDERAL AWARDS**

No internal control items noted in fiscal year 2025.

**COMPLIANCE AND OTHER MATTERS**

**Compliance:**

No compliance items noted in fiscal year 2025.

**Other Matters:**

No other matters noted in fiscal year 2025.

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**Section IV - Summary Schedule of Prior Audit Findings**

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No prior year federal award findings or questioned costs reported.

**CITY OF BISBEE, ARIZONA**  
**ANNUAL EXPENDITURE LIMITATION REPORT**  
**JUNE 30, 2025**  
**WITH REPORT OF**  
**CERTIFIED PUBLIC ACCOUNTANTS**

**CITY OF BISBEE, ARIZONA**  
**Annual Expenditure Limitation Report**  
**June 30, 2025**

**Table of Contents**

	Page
Independent Accountants' Report.....	1
Annual Expenditure Limitation Report - Part I.....	2
Annual Expenditure Limitation Report - Part II.....	3
Annual Expenditure Limitation Report - Reconciliation.....	4
Notes to Annual Expenditure Limitation Report.....	5



### Independent Accountants' Report on AELR

The Auditor General of the State of Arizona and  
The Honorable Mayor and City Council  
City of Bisbee, Arizona

We have examined the accompanying Annual Expenditure Limitation Report of the City of Bisbee, Arizona, for the year ended June 30, 2025, and the related notes to the report. The City's management is responsible for presenting this report in accordance with the Uniform Expenditure Reporting System as described in note 1. Our responsibility is to express an opinion on this report based on our examination.

We conducted our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether this report is presented in accordance with the Uniform Expenditure Reporting System in all material respects. An examination involves performing procedures to obtain evidence about the amounts and disclosures in the report. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of the report, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

In our opinion, the Annual Expenditure Limitation Report referred to above is presented in accordance with the Uniform Expenditure Reporting System as described in note 1 in all material respects.

*Squire & Company, PC*

Mesa, Arizona  
January 27, 2026

**CITY OF BISBEE, ARIZONA**  
**Annual Expenditure Limitation Report – Part I**  
**Year Ended June 30, 2025**

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1. Economic Estimates Commission expenditure limitation	N/A	
2. Voter-approved alternative expenditure limitation (Approved August 28, 2018)	<u>\$ 176,849,010</u>	
3. Enter applicable amount from line 1 or line 2		\$ 176,849,010
4. Amount subject to the expenditure limitation (total amount from Part II, Line C)	24,799,101	
5. Subtotal		<u>24,799,101</u>
6. Total adjusted amount subject to the expenditure limitation		<u>24,799,101</u>
7. Amount under (in excess of) the expenditure limitation (If excess of) the expenditure limitation		<u><u>\$152,049,909</u></u>

I hereby certify, to the best of my knowledge and belief, that the information contained in this report is accurate and in accordance with the requirements of the uniform expenditure reporting system.

Signature of Chief Fiscal Officer: \_\_\_\_\_

Name and Title: Keri Bagley, Finance Director

Telephone Number: (520) 432-6008 Date: January 27, 2026

See accompanying notes to report

**CITY OF BISBEE, ARIZONA**  
**Annual Expenditure Limitation Report – Part II**  
**Year Ended June 30, 2025**

Description	Governmental Funds	Enterprise Funds	Total
A. Amounts reported on the Reconciliation Line D	<u>\$ 19,705,687</u>	<u>\$ 5,093,414</u>	<u>\$24,799,101</u>
B. Less exclusions claimed:			
14. Total exclusions claimed	<u>-</u>	<u>-</u>	<u>-</u>
C. Amount subject to the expenditure limitation	<u>\$ 19,705,687</u>	<u>\$ 5,093,414</u>	<u>\$24,799,101</u>

See accompanying notes to report

**CITY OF BISBEE, ARIZONA**  
**Annual Expenditure Limitation Report – Reconciliation**  
**Year Ended June 30, 2025**

Description	Governmental Funds	Enterprise Funds	Total
A. Total expenditures (and expenses) and applicable other financing uses reported within the financial statements	<u>\$ 19,705,687</u>	<u>\$ 5,936,895</u>	<u>\$25,642,582</u>
B. Subtractions:			
1. Items not requiring use of working capital:			
Depreciation and amortization	-	1,462,287	1,462,287
Pension and other postemployment benefits (OPEB) expense	-	(9,666)	(9,666)
5. Total subtractions	<u>-</u>	<u>1,452,621</u>	<u>1,452,621</u>
C. Additions:			
1. Principal payments on long-term debt	-	529,008	529,008
2. Acquisition of capital assets	-	80,132	80,132
4. Total additions	<u>-</u>	<u>609,140</u>	<u>609,140</u>
D. Amounts reported on Part II, Line A	<u>\$ 19,705,687</u>	<u>\$ 5,093,414</u>	<u>\$24,799,101</u>

See accompanying notes to report

**CITY OF BISBEE, ARIZONA**  
**Notes to the Annual Expenditure Limitation Report**  
**June 30, 2025**

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**Note 1    Summary of Significant Accounting Policies**

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The annual expenditure limitation report (AELR) is presented as prescribed by the uniform expenditure reporting system (UERS), as required by Arizona Revised Statutes §41-1279.07, and in accordance with the voter-approved alternative expenditure limitation adopted August 28, 2018, as authorized by the Arizona Constitution, Article IX, §20(9).

In accordance with the UERS requirements, a note to the AELR is presented below for any exclusion claimed in part II and each subtraction or addition in the Reconciliation that cannot be traced directly to an amount reported in the fund financial statements. All references to financial statement amounts in the following notes refer to the Statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds, Statement of Revenues, Expenses, and Changes in Net Position for the Proprietary Funds, and the Statement of Cash Flows for the Proprietary Funds.

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**Note 2    Reconciliation - Subtractions and Additions**

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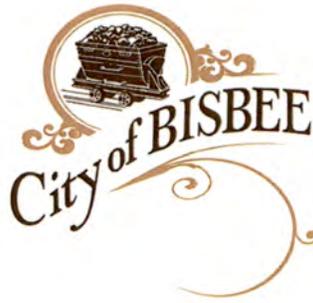
Details for the subtraction for depreciation and amortization expense and pension and other post employment benefit (OPEB) expense and the additions for principal payments on long-term debt, acquisition of capital assets, and pension contributions are all provided in the Statement of Cash Flows for the Proprietary Funds and the financial statement footnotes.

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**Note 3    Exclusions**

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Exclusions from local revenues, including those enumerated in the Constitution, may be taken against alternative expenditure limitation only if such exclusions are specifically identified in the resolution and the publicity pamphlet. There are no such exclusions specifically identified.



January 27, 2026

Squire & Company PC

63 South 300 East, Suite 100

St. George, Utah 84770

This representation letter is provided in connection with your audit of the financial statements of the City of Bisbee, Arizona, which comprise the statement of financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements of the various opinion units are presented fairly, in all material respects, in accordance with accounting principles generally accepted for governments in the United States of America (U.S.GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries, as we considered necessary for the purpose of appropriately informing ourselves as of January 27, 2026:

#### **Financial Statements**

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated October 10, 2022, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
2. The financial statements referred to above have been fairly presented in accordance with U.S. GAAP and include all properly classified funds, required supplementary information, and notes to the basic financial statements.

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3. We acknowledge our responsibility for the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. With respect to, preparation of the financial statements and related notes, schedule of federal awards, and proposed journal entries, we have performed the following:
  - a. Made all management decisions and performed all management functions;
  - b. Assigned a competent individual to oversee the services;
  - c. Evaluated the adequacy of the services performed;
  - d. Evaluated and accepted responsibility for the result of the service performed; and
  - e. Established and maintained controls, including process to monitor the system of internal control.
6. The methods, data, and significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in the context of the applicable financial reporting framework.
7. All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
8. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
9. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
10. With regard to items reported at fair value:
  - a. The underlying assumptions are reasonable, and they appropriately reflect management's intent and ability to carry out its stated courses of action.
  - b. The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
  - c. The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
  - d. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
11. All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
12. All funds and activities are properly classified.
13. All funds that meet the quantitative criteria in Government Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, and GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
14. All net position components and fund balance classifications have been properly reported.
15. All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
16. All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
17. All interfund and intra-entity transactions and balances have been properly classified and reported.
18. Special items and extraordinary items have been properly classified and reported.
19. Deposit and investment risks have been properly and fully disclosed.
20. Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.

21. All required supplementary information is measured and presented within the prescribed guidelines.
22. Nonexchange and exchange financial guarantees, either written or oral, under which it is more likely than not that a liability exists have been properly recorded, or if we are obligated in any manner, are disclosed.
23. With regard to pensions and OPEB:
  - a. We believe that the actuarial assumptions and methods used to measure pension and OPEB liabilities and costs for financial accounting purposes are appropriate in the circumstances.
  - b. We are unable to determine the possibility of a withdrawal liability from the pension and OPEB plans of which we are a sponsor and are not currently contemplating withdrawing from the pension and OPEB plans.
  - c. Increases in benefits, elimination of benefits and all similar amendments have been disclosed in accordance with U.S. GAAP and are included in the most recent actuarial valuation, or disclosed as a subsequent event.
24. Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, line of credit, or similar arrangements have been properly disclosed, as applicable.

### **Information Provided**

25. We have provided you with:
  - a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
  - b. Additional information that you have requested from us for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity and others from whom you determined it necessary to obtain audit evidence.
  - d. A written acknowledgement of all the documents that we expect to issue that will be included in the annual report and the planned timing and method of issuance of that annual report;
  - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
26. The financial statements and any other information included in the annual report are consistent with one another, and the other information does not contain any material misstatements.
27. All transactions have been recorded in the accounting records and are reflected in the financial statements.
28. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
29. We have provided to you our evaluation of the entity's ability to continue as a going concern, including significant conditions and events present, we believe that our used of the going concern basis of accounting is appropriate.
30. We have no knowledge of any or disclosed to you all information that we are aware of regarding fraud or suspected fraud that affects the entity and involves:
  - a. Management;
  - b. Employees who have significant roles in internal control; or
  - c. Others where the fraud could have a material effect on the financial statements.
31. We have no knowledge of any or identified and disclosed to you all information that we are aware of regarding instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the

- financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors (contractors), regulators, or others.
32. We have no knowledge of any or identified and disclosed to you all information that we are aware of regarding instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
  33. We have no knowledge of any or identified and disclosed to you all information that we are aware of regarding instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
  34. We have taken timely and appropriate steps to remedy fraud, noncompliance with provisions of laws, regulations, contracts, and grant agreements, abuse, or waste that you have reported to us.
  35. We have a process to track the status of audit findings and recommendations.
  36. We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
  37. We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
  38. We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
  39. We have disclosed to you the identity of all the entity's related parties and the nature of all the related party relationships and transactions of which we are aware.
  40. With respect to the supplementary information in relation to the financial statements as a whole accompanying the financial statements:
    - a. We acknowledge our responsibility for the presentation of the supplementary information in accordance with U.S. GAAP, criteria established by a regulator, a contractual agreement, or other requirements.
    - b. We believe the supplementary information, including its form and content, is fairly presented in accordance with the applicable criteria.
    - c. The methods of measurement or presentation have not changed from those used in the prior period.
    - d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
    - e. When the supplementary information is not presented with the audited financial statements, management will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.
    - f. We acknowledge our responsibility to include the auditor's report on the supplementary information in any document containing the supplementary information and that indicates the auditor reported on such supplementary information.
    - g. We acknowledge our responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.
  41. With respect to the required supplementary information accompanying the financial statements:

- a. We acknowledge our responsibility for the presentation of the required supplementary information in accordance with the prescribed guidelines; e.g., U.S. GAAP.
  - b. We believe the required supplementary information, including its form and content, is measured, and fairly presented in accordance with the prescribed guidelines.
  - c. The methods of measurement or presentation have not changed from those used in the prior period.
  - d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
42. We have disclosed to you all communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
43. The City of Bisbee, Arizona has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
44. We have disclosed to you all guarantees, whether written or oral, under which the City of Bisbee, Arizona is contingently liable.
45. We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
46. There are no:
- a. Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
  - b. Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*.
  - c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62.
47. The City of Bisbee, Arizona has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
48. We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
49. We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB-62. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
50. There have been no cybersecurity breaches or other cyber events whose effects should be considered for disclosure in the financial statements, as a basis for recording a loss contingency, or otherwise considered when preparing the financial statements.

### Single Audit

51. With respect to federal awards, we represent the following to you:
- a. We are responsible for understanding and complying with, and have complied with, the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform*

*Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).*

- b. We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- c. We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- d. The methods of measurement or presentation have not changed from those used in the prior period.
- e. Significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- f. We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- g. We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.
- h. We have notified you of federal awards and funding increments that were received before December 26, 2014 (if any) and differentiated those awards from awards and funding increments received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
- i. When the schedule of expenditures of federal awards is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the entity of the schedule of expenditures of federal awards and the auditor's report thereon.
- j. We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- k. We have provided to you our interpretations of any compliance requirements that are subject to varying interpretations.
- l. We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
- m. We have received no requests from a federal agency to audit one or more specific programs as a major program.
- n. We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal awards, including the results of other audits or program reviews, or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to period covered by the auditor's report.
- o. We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- p. We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- q. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been

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- prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- r. The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
  - s. We have properly classified amounts claimed or used for matching in accordance with related guidelines in the Uniform Guidance, as applicable.
  - t. We have charged costs to federal awards in accordance with applicable cost principles.
  - u. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
  - v. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
  - w. The reporting package does not contain personally identifiable information.
  - x. We have reviewed, approved, and taken responsibility for the financial statements and related notes and an acknowledgment of the auditor's role in the preparation of this information.
  - y. We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

In addition:

- z. We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
- aa. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes [*or disclose the changes made*] have been made in the internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance, have occurred subsequent to the period covered by the auditor's report.
- bb. We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.

### **Annual Expenditure Limitation**

In connection with your examination of the Annual Expenditure Limitation Report for the year ended June 30, 2025, for the purpose of expressing an opinion about whether the Annual

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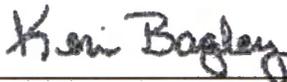
Expenditure Limitation Report is presented, in all material respects, in accordance with the information prescribed by the *Uniform Expenditure Reporting System* (UERS), as required by Arizona Revised Statutes §41-1279.07, we confirm, to the best of our knowledge and belief, the following representations made to you during the course of your examination.

- a) For the year ended June 30, 2025, the Annual Expenditure Limitation Report is presented in accordance with the UERS and Arizona Revised Statutes §41-1279.07.
- b) All relevant matters are reflected in the measurement and/or evaluation of the Annual Expenditure Limitation Report.
- c) We have disclosed to you all known matters that may contradict the Annual Expenditure Limitation Report, and we have disclosed to you all communications from regulatory agencies received through the date of your report affecting Annual Expenditure Limitation Report.
- d) We are responsible for the Annual Expenditure Limitation Report and for our assertion that it is presented in accordance with UERS and Arizona Revised Statutes §41-1279.07.
- e) We are responsible for selecting the criteria and for determining that the criteria are appropriate for our purposes.
- f) We have disclosed to you all events subsequent to June 30, 2025, that would have a material effect on the Annual Expenditure Limitation Report.
- g) We have provided you with all relevant information and access to information and personnel in connection with your examination of the Annual Expenditure Limitation Report.
- h) We believe that significant assumptions used in making any material estimates are reasonable.
- i) We have disclosed to you all deficiencies in internal control relevant to the engagement of which we are aware.
- j) We have disclosed to you knowledge of any actual, suspected, or alleged fraud or noncompliance with laws or regulations affecting the Annual Expenditure Limitation Report.



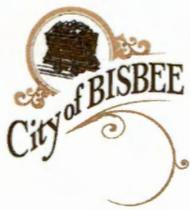
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Ashlee Coronado, Interim City Manager



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Keri Bagley, Finance Director



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3<sup>rd</sup>, 2026

Regular     Special

**DATE ACTION SUBMITTED:** January 28<sup>th</sup>, 2026

REGULAR                       CONSENT

**TYPE OF ACTION:**

RESOLUTION       ORDINANCE       FORMAL ACTION       OTHER

**SUBJECT:** Discussion and Possible Approval of Resolution R-26-04; to adopt an updated public participation plan for the General Plan Update.

**FROM:** Emanuel Stuart, City Planner

**RECOMMENDATION:** Approve the resolution adopting the updated Public Participation Plan to reflect current community conditions and outreach methods.

**PROPOSED MOTION:** I move to approve Resolution R-26-04; adopting the updated Public Participation Plan.

**DISCUSSION**

The city has been following the public participation guidelines adopted in 2003 during our current General Plan update. These guidelines follow the requirements as outlined in A.R.S. § 9-461.06. Upon further review, staff recommends adopting an updated Public Participation Plan that better reflects the City’s current community, communication tools, and outreach practices while still following the A.R.S. § 9-461.06 requirements. The 2003 document contains outdated information, terminology, and references to individuals no longer affiliated with the City and is not well-suited for inclusion in the upcoming General Plan. The updated plan provides a clearer, more current framework for public engagement and will guide participation efforts for the remainder of the General Plan update and future planning initiatives.

**FISCAL IMPACT N/A**

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

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

Prepared by: J. Emanuel Stuart  
J. Emanuel Stuart,  
City Planner

Reviewed by: Ashlee Coronado  
Ashlee Coronado,  
Interim City Manager

**RESOLUTION R-26-04**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE,  
COUNTY OF COCHISE, STATE OF ARIZONA, APPROVING A PUBLIC  
PARTICIPATION PLAN AS PART OF THE CITY OF BISBEE'S GENERAL  
PLAN UPDATE**

**WHEREAS**, the State of Arizona periodically requires communities to update their general plan as part of the Growing Smart and Growing Smarter Plus legislation; and

**WHEREAS**, as part of the City of Bisbee's (the "City") General Plan Update, and in accordance A.R.S. §9-461.06 (B), the City's governing board is required to adopt written procedures to provide effective public participation in the development of the City's General Plan Update; and

**WHEREAS**, City Staff, have prepared the necessary Public Participation Plan in the form attached as Exhibit "A".

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

After discussion and due consideration, the City's Mayor and Council hereby approve and adopt the Public Participation Plan in the form attached as Exhibit "A" as part of the City's General Plan Update.

**PASSED, ADOPTED AND APPROVED** by the Mayor and Council of the City of Bisbee this 3<sup>rd</sup> day of February 2026.

**APPROVED:**

\_\_\_\_\_  
Ken Budge, Mayor

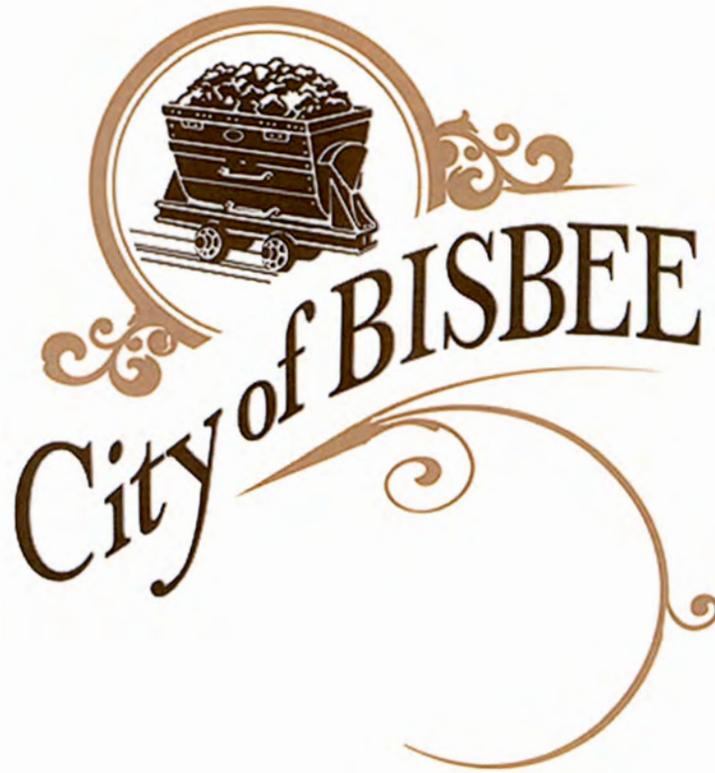
**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Joseph D. Estes, City Attorney

***City of Bisbee General Plan Update  
Public Participation Plan***



# ***City of Bisbee General Plan Update Public Participation Plan***

## **City of Bisbee General Plan Update**

The Arizona Revised Statutes requires that each municipality adopt a comprehensive, long-range General Plan to guide the community's physical development. The purpose of the General Plan is to:

- Support the community's vision
- Identify the community's goals and development objectives
- Serve as a policy guide for local decision-makers
- Fulfill state legal requirements

The City of Bisbee's General Plan serves as a guide for the City's policy makers to create a sustainable community with future growth.

In 2000, Growing Smarter Plus legislation created requirements for a detailed framework for the land-planning process in cities within the State of Arizona. The City of Bisbee General Plan Update must meet the Growing Smarter and Growing Smarter Plus requirements as outlined in Arizona Revised Statutes.

ARS 9-461.06 requires municipalities to adopt written procedures to provide effective, early and continuous public participation in the development and major amendment processes of General Plans from all geographic, ethnic and economic areas of the municipality.

Additionally, ARS 9-461.06 requires municipalities to adopt written procedures that provide for:

- The broad distribution of the update or amendments.
- The opportunity for written comments.
- Public hearings after effective notice.
- Open discussions and communications with consideration of public comments.

It also requires municipalities to consult with, advise and provide an opportunity for official comment by public officials and agencies, the County, school districts, associations of governments, public land management agencies, other government jurisdictions, public utility companies, civic and professional organizations, property owners and citizens to ensure coordination of the proposed plan to properly locate sites for all public purposes in the General Plan.

This Public Participation Plan provides those requirements of the Growing Smarter and Growing Smarter Plus Acts.

## **Public Participation Plan Organization**

The City of Bisbee General Plan will be updated under the direction of the City's Management Team, the City of Bisbee Planning and Zoning Commission and the City of Bisbee Mayor and Council. City staff will be directly responsible for overseeing and managing the General Plan effort, facilitating public input and developing the Plan's content. The following groups will play significant roles guiding the creation of the General Plan Update:

- Residents;
- Land Owners;
- City staff and Elected Officials;
- Major Employers and Business Owners;
- Neighborhood Organizations
- Local businesses; and
- Other Stakeholders.

Additionally, the public involvement process will include an appointed General Plan Steering Committee.

General Plan Steering Committee Meetings will include:

# ***City of Bisbee General Plan Update Public Participation Plan***

- Overview and Summary of Findings of the Visioning Exercises and Background and Existing Conditions Reports;
- Various Project Presentations;
- Questions and Answers;
- Visioning Session.

Committee members will have the opportunity to review and comment on findings, make informed decisions, and provide input throughout the different phases of the General Plan Update at major project milestones. In addition, all committee members will have the opportunity to provide additional input during public hearings in front of the Planning and Zoning Commission and the City of Bisbee Mayor and Council.

The City of Bisbee will reach out to:

Cochise County Planning Department  
Mayor, City of Bisbee  
Southeastern Arizona Government Organization (SEAGO)  
City of Bisbee Transit Services Committee  
Chair, City of Bisbee Planning & Zoning Commission  
Bisbee Mining and Historical Museum  
City Council members  
City Attorney  
Cochise County Housing Authority  
City of Bisbee Airport Commission  
Arizona Water Company  
City of Bisbee Public Works  
Design Review Board  
Bisbee Unified School District  
Freeport-McMoran  
Copper Queen Library  
City of Bisbee Youth Council

Youth, homebound seniors, younger families and non-English speakers are usually less likely to attend organized meetings for a variety of valid reasons. Responding to the needs of these populations, the Project Team and the City will do outreach to these groups in appropriate ways by attending and participating in community events, through electronic communication, and attendances at requested meetings and events when possible.

## **3 | Public Participation Plan**

## **Collaboration with Consultants**

City of Bisbee staff will attend consultant-led community workshops, participate in committee meetings, and engage at community events where stakeholders are present to provide information about the General Plan Update and to invite ideas, questions, and feedback from interested community members.

## **Major Public and Private Land Owners**

Major land owners including but not limited to: Freeport McMoran, the Arizona State Land Department, Bisbee Unified School District, Cochise County, and other jurisdictions owning land in the City of Bisbee or adjacent will have opportunities to provide comment and review the planning process.

Alignment of planning efforts is key to preparing a General Plan that works for the City, and can be successfully implemented. City Staff will offer to meet with employers and all municipal, County, and special district jurisdictions receiving City services. Police, Fire districts, and school districts will have an opportunity to provide input into the planning process and discuss various aspects of the General Plan.

All pertinent agencies and jurisdictions will be formally invited to provide additional input during the required 60-day review prior to the final Public Hearing phase of the project.

## **Public Service Providers**

Physical infrastructure, fire, police and emergency services, public and private utilities and any other service providers will have opportunities to provide comment and review at any stage of the public planning process.

# ***City of Bisbee General Plan Update***

## ***Public Participation Plan***

### **Meetings and Community Event Attendance**

Meetings and community event attendance can be requested by members of the public and provided based on City and Project Team availability. Engaging City of Bisbee employees in meetings and being present at events is also important. Department employees are subject matter experts answering public questions and concerns. The City shall provide a minimum of one public event to be present at to present and inform the public about the General Plan Update and seek comment and input at aside from the City hearings.

### **Project Teams**

#### **Project Management Team**

The Project Management Team includes the City of Bisbee Project Manager designated for this project. The Project Management Team includes:

- City of Bisbee City Planning Department
- Public Works Department
- City Clerk's office

The Project Management Team will meet on a regular basis to monitor General Plan progress, identify issues associated with the Plan progress, and ensure that project goals, timelines and deliverables are addressed.

#### **General Plan Guidance from the Community**

The City Planner will meet with various members of the community to gather feedback for the plan. There will be a series of meetings with the Planning and Zoning Commission to cover various aspects of the plan, meetings with members of City Council, a meeting with the Parks and Recreation Committee, the Arts Commission, and other Boards and Commissions. These members will be asked to actively engage in the creation of the Plan and identify strategies and policies to be included in the Plan.

There will be individual meetings with key administrators and City department directors and managers who will have direct responsibility for ultimately implementing the General Plan once adopted.

There will be feedback from various community stakeholders during meetings, and may involve working with:

- City of Bisbee Council
- City of Bisbee Planning and Zoning Commission
- Arizona Department of Transportation (ADOT).
- Bisbee Unified School District
- Bisbee Area Businesses
- Bisbee Parks & Rec Department
- Bisbee Public Library
- Bisbee Arts Commission
- Public Land Owners (BLM, State Land Department, etc.)
- City staff from the various departments (police, fire, public works, etc.).
- Any other representative acting in a technical advisor capacity within the City or region.

# ***City of Bisbee General Plan Update Public Participation Plan***

## **City of Bisbee Public Participation Plan**

ARS 9-461.06 requires municipalities in the State of Arizona to adopt a public involvement policy to guide the update and amendment of general plans. This policy describes the basic steps that the City of Bisbee (the City) will take to inform residents, business owners, and other stakeholders of updates and amendments to the City of Bisbee General Plan (the General Plan) and to involve them in the General Plan planning and decision-making processes.

The process described below details the minimum which will be conducted during the process to ensure public interaction is engaged and received. Additional public engagement methods could be added to the process if more methods appear to be needed to get more effective public responses.

### **Public Involvement Goals and Policies**

**GOAL: PROVIDE OPPORTUNITIES FOR EFFECTIVE AND ENGAGED PUBLIC PARTICIPATION THROUGHOUT THE GENERAL PLAN UPDATE PROCESSES.**

#### **Policy 1:**

Make reasonable efforts to involve the public and affected entities in the planning process of the General Plan update.

#### **IMPLEMENTATION MEASURES**

a. Provide public outreach via various medias including not but limited to: online media, fliers, public hearings, surveys utilizing the City website and in person community events when possible.

#### **Policy 2:**

Support open communication for comment and review of the General Plan Update through: public engagement at a local event, digital engagement through surveys, and public discussions at the City Planning Commission and City Council during the General Plan Update process through public work sessions and hearings.

#### **IMPLEMENTATION MEASURES**

a. Provide public ability to provide comment by contacting City staff and the project team through in person events, e-mail comments, website comments, and mail in comments.

#### **Policy 3:**

Provide effective, early and continuous public participation that encourages involvement from all geographic, ethnic and economic areas of the City.

#### **IMPLEMENTATION MEASURES**

- a. Form a General Plan Steering Committee early in the process to provide ongoing expertise to the General Plan update process.
- b. Invite to the Steering Committee representatives from:

# ***City of Bisbee General Plan Update Public Participation Plan***

- ~ City Departments;
  - ~ Local, regional and state agencies;
  - ~ Adjacent jurisdictions;
  - ~ Other public institutions (such as school districts); and
  - ~ Major Employers and Land Owners
- c. Hold at least two Steering Committee Team meetings during the preparation of the General Plan update at major project milestones and provide for potential updates between meetings.
- d. Seek guidance from the City Manager and Council to identify major stakeholders.
- e. Include seniors and youth in the public participation process through outreach efforts via in person or virtual meetings or surveys.
- f. Keep the public informed about the General Plan process, and provide opportunities for community participation in the development of the General Plan through the City's website and in person events when possible.
- g. Provide information about the General Plan through a variety of venues, which may include, but are not limited to:
- ~ Information posted on the City's web page;
  - ~ Posts on City Social Media pages
  - ~ Public notices in local newspapers
  - ~ Attendance to special engagements such as community festivals and events.
- h. Conduct one public work session meeting prior to the legislatively required Planning and Zoning Commission and City Council Public Hearings for vote.
- i. Accept written comments at public events and public hearings and in advance of the hearing via e-mail or hand written.

#### **Policy 4:**

Provide effective notice of public hearings and meetings regarding the preparation of the General Plan Update.

#### **IMPLEMENTATION MEASURES**

- a. Provide public notice of the Planning and Zoning Commission and City Council public hearing as required by State Law.
- b. Accept feedback from the following:
- 1) Arizona Commerce Authority;
  - 2) Arizona State Land Department;
  - 3) Adjacent Jurisdictions and Native Tribes;
  - 4) School Districts;
  - 5) Public Utility Companies;
  - 6) Cochise County Public Works Department;
  - 7) Civic, Educational, Professional and Other Organizations;
  - 8) Property Owners and Residents; and
  - 9) Any other entities or individuals that notify the City, in writing, of their desire to be notified about the preparation of the General Plan Update.
- c.

# ***City of Bisbee General Plan Update Public Participation Plan***

## **Policy 5:**

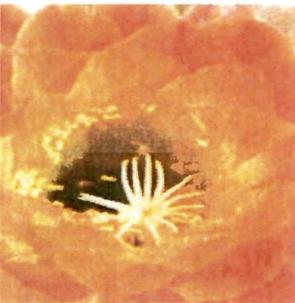
Distribute the proposed plan update draft and maps in viewable and easy to access formats.

### **IMPLEMENTATION MEASURES**

- a. Make digital copies of the plan update available to the entities required by State Law and to members of the public who request a copy of the plan update as well as on the City website.
- b. Publish at least once notice in a newspaper of general circulation regarding the General Plan details for scheduled public meetings containing the date, time, and location and staff contact information where the public can comment and find more information.
- c. Make available a paper copy for review of the draft plan of the General Plan Update at City Hall and the local library
- d. At least sixty (60) days before the General Plan Update is noticed, the City of Bisbee shall submit a digital copy for review and further comment as part of the required **60-day Agency Review** period to:
  - 1) The Planning & Zoning Division of Cochise County;
  - 2) Adjacent jurisdictions and any nearby Native Tribes;
  - 3) The Arizona Department of Transportation (ADOT);
  - 4) The Arizona State Land Department (ASLD);
  - 5) The Arizona Commerce Authority;
  - 6) The Arizona Department of Water Resources (ADWR); and
  - 7) The Arizona Department of Environmental Quality (ADEQ).
- e. Provide a digital copy to any person or entity that requests in writing to receive a review copy.

# *City of Bisbee General Plan Update*

Public Participation Plan



Prepared for:

**The City of Bisbee**

Prepared by:

**THE PLANNING CENTER**  
110 South Church, Suite 6320  
Tucson, Arizona 85701

Phone: (520) 623-6146  
Fax: (520) 622-1950



Adopted October 21, 2003

For Clarification of Material

Contained in this Report Contact:

*THE PLANNING CENTER*  
*110 South Church, Suite 6320*  
Tucson, Arizona 85701  
Telephone (520) 623-6146  
Fax (520) 622-1950



# *City of Bisbee General Plan 2003*

## *Bisbee, Arizona*

**Prepared for:**

### ***The City of Bisbee, Arizona***

Dan Beauchamp, Mayor  
John Charley, Council Member  
Anna Cline, Council Member  
Audrey Giacomino, Council Member  
Robert F. Kasun, Council Member  
Den Nelson, Council Member  
Ted White, Council Member

### ***With Assistance from:***

The City of Bisbee  
Community Development Department

### ***City of Bisbee Staff:***

Robert G. Yandow, City Manager  
Donna Harris, Community Development Director  
Russell B. McConnell, Public Works Director  
Gerald H. Grask, City Attorney

***Prepared by:***

### **The Planning Center**

Michael Grassinger, Principal-in-Charge  
Patrick Moore Principal  
Maria Masque, Project Manager  
Josh Pope, GIS Specialist/Planner  
Kelly Decker, Planner



Pursuant to Arizona Revised Statutes Section 9-461.06(B), the City of Bisbee (the "City") must adopt written procedures to provide effective, early and continuous public participation from all geographic, ethnic, and economic areas of the municipality during the development of "general plan updates" and "major amendments" of the City's General Plan. The procedures shall provide for:

- ❖ The broad dissemination of proposals and alternatives.
- ❖ The opportunity for written comment.
- ❖ Public hearings after effective notice.
- ❖ Open discussions, communications programs and information services.
- ❖ Consideration of the public comments.

In addition, ARS Section 9-461.06(B).(2), requires the City to consult with and provide opportunity for official comment by public officials and agencies, the county, school districts, associations of governments, public land management agencies, other appropriate government jurisdictions, public utility companies, civic, educational, professional and other organizations, as well as property owners and residents generally to secure maximum coordination of plans and to indicate properly located sites for all public purposes regarding the City's General Plan.

Public participation has always been of vital importance to the City. Many different methods for public awareness and public participation are employed in the community, including those related to the Focus Future strategic planning process.

When people of all walks of life come together to discuss, debate, and listen to one another City officials gain a better understanding of where they should head and how they should get there. Collaborative planning processes that engage participants and maintain momentum can produce significant results.

Although a Public Participation Plan has been formalized in this document to include new legislative requirements for general plan amendment, some of the techniques described have been used in past planning efforts, reflecting the City's on-going commitment to ensure that community input is used effectively in City decisions regarding its General Plan.

This Public Participation Plan covers the following type of proposed changes to the City's General Plan:

- ❖ General Plan Updates
- ❖ Major Amendments
- ❖ Minor Amendments

### *Role and Purpose of the General Plan*

In 1973, the Arizona Legislature passed the *Environment Management Act* which formalized planning in Arizona and required municipalities to adopt comprehensive, long-range general plans to guide the physical development of communities. In 1998, the Arizona Legislature passed the *Growing Smarter Act* and in 2000 the *Growing Smarter Plus Act*, which broadened the planning requirements for municipalities and counties.

The City developed its General Plan in the mid 1980's. An update process began in 1995, which resulted in the City's 1996-2006 General Plan Update. In order to reflect changes in the community, both physically and conceptually, it is necessary to periodically evaluate and update the City's General Plan.

The purpose of developing a plan is to focus on a comprehensive process that determines the best possible future for the community. The primary purpose of the City's General Plan is to enhance the City's character and increase its livability to ensure that future growth proceeds in a manner consistent with the vision of the community. The vision, goals, policies, implementation strategies, and map series included in the Implementation Volume of the City's General Plan are intended to provide guidance for future decisions related to land use, transportation/circulation infrastructure, and other related issues.

The City's General Plan serves as a guide for appointed and elected City officials in evaluating proposals for development, in scheduling community improvements and/or capital improvements, and in developing more specific studies. In addition, the City's General Plan provides a policy framework for the refinement of existing implementation tools and for the designation of zoning districts.

The City's General Plan is designed to be flexible and serves as the backbone for the preparation and refinement of implementation tools such as the Bisbee Zoning Ordinance, land development regulations, Historic Development Guidelines, streets and routes guidelines, development standards and design guidelines, capital improvement plans, recreation and natural resource preservation plans, transportation plans, airport plans, and flood control and stormwater management ordinances. These implementation tools should mirror the vision, goals, and policies of the City's General Plan.

*Purpose of the Public Participation Plan*

This Public Participation Plan serves as a guide for revising the City's General Plan. The Public Participation Plan outlines the steps the City's elected and appointed officials, staff, residents, and general plan consultant will take to maximize public involvement in the development of a general plan update. The Public Participation Plan establishes strategies that will satisfy the requirements of the Growing Smarter Act, provides additional components to address needs unique to the City, and presents a high quality program that educates and informs, as well as meets the high expectations of an exceptionally active and involved community.

The City of Bisbee General Plan Update Steering Committee (the "Steering Committee") worked with City staff and the chosen consultant in the refinement of this public participation plan. The Steering Committee reviewed the action plan for public participation and provided comments. Bisbee's Mayor and Council adopted the Public Participation Plan in conformance with ARS Section 9-461.06(B).

### *General Plan Update Planning Process*

The interaction of factors causing the growth and development of an area requires careful planning as a prerequisite to orderly growth. The City of Bisbee General Plan 2003 planning process involves essentially six basic steps:

1. The adoption of a public participation process that outlines a fair and open process, encourages everyone to participate, addresses input of residents, encourages creative thinking about the future, facilitates community participation at all levels of the planning process, and educates the community on the nuts and bolts of the planning process.
2. The collection and analysis of pertinent data concerning the physical and socio-economic characteristics of the City, which is accomplished through the preparation of the Data and Analysis Volume of the City's General Plan. Although not a part of the City's General Plan, since it is not an adopted document with legal status, such data and analysis provides a foundation and basis for the Implementation Volume of the City's General Plan;
3. The formulation of a vision and its accompanying goals for future growth and development;
4. The articulation of measurable objectives, or desired short-term ends, that if pursued and accomplished will ultimately result in the attainment of the goal to which objectives relate;
5. The identification of policies that prescribe the course of action or the means to attain the established objectives and ultimately the established goals of the City's General Plan; and
6. The implementation of the City's General Plan is accomplished through the preparation, adoption, and enforcement of the Implementation Program contained in the Implementation Volume of the City's General Plan.

## *Legislative Framework*

Arizona law requires that all cities prepare a general plan. State law also mandates a comprehensive review process incorporating a City's legislative body, the county planning agency, each contiguous community, the regional planning agency, the school district, the State Department of Commerce, and any individual requesting a written request.

In addition, the Arizona law now requires land use decisions to conform to a general plan. This requirement places a greater standard and linkage with a general plan than former 'consistency' guidelines.

All proposed 'major amendments' to a general plan must be considered at a single public hearing (during the calendar year) and must receive a 2/3 affirmative vote by the city's legislative body. If Bisbee's population increases during the next decennial census, major amendments to the City's General Plan will require public ratification of the amendments approved by the City's Council. At present, the City is not required to satisfy the public ratification requirement due to the size of its population.

### *Major Focus of the General Plan Update Process*

The general plan update is the product of a nine to twelve month process, including extensive community involvement, the engagement of all levels of government, the coordinated efforts of various city departments, and the review and support of adjacent communities, the State Department of Commerce, and the local business community.

To obtain the most from a general plan update process, a major focus needs to be placed on plan administration. This Plan Administration section is organized in the following manner:

- ❖ General Plan Implementation,
- ❖ General Plan Updates, and
- ❖ General Plan Amendments.

The purpose of this section is to define each of these components and to provide guidelines for ensuring that the City's General Plan is implemented, regularly updated and amended when necessary.

### *General Plan Implementation*

A general plan implementation program is based upon specific community goals, objectives and resources. State legislation provides a common starting point for plan implementation. The Arizona Legislature mandates municipal planning agencies to undertake the following actions to implement a general plan:

- ❖ Adopt and implement a general plan so that it serves as a guide for orderly growth and development and as a basis for the efficient expenditure of its funds relating to the subjects of a general plan.
- ❖ Render an annual report to a city's mayor and council on the status of the plan and progress of its application.
- ❖ Promote public interest in an understanding of the general plan and the regulations relating to it.
- ❖ Consult and advise with public officials and agencies, public utility companies, residents, educational, professional, and other organizations and provide opportunities for written comment throughout the general plan planning process.
- ❖ Upon adoption of the general plan, every governmental, judicial and quasi-judicial agency or commission should provide a list of proposed plans for capital improvements or construction within or partially within the City. The agency shall list and classify all such recommendations and shall prepare a coordinated program of proposed public work for the ensuing fiscal year. Such coordinated program shall be submitted to the municipal planning agency for review and report to such agency for conformity with the adopted general plan.
- ❖ All acquisitions and dispositions of real property shall be reported to a city's planning agency to ensure conformity with the general plan and supporting plans. The planning agency shall render its report as to conformity with an adopted general plan within forty (40) days after submittal.

## *General Plan Implementation Program*

The General Plan Implementation Program is the foundation of the City's General Plan and acknowledges state mandates. Each element of the City's General Plan update includes:

<b>Implementation Measure</b>	Lists the actions necessary to carry out each element of the General Plan.
<b>Lead Department/Agency</b>	Identifies the responsible City department for accomplishing that particular measure.
<b>Projected Timeframe</b>	Identifies and prioritizes the timeframe for the measure to be initiated.
<b>Potential Funding Sources</b>	Lists the potential funding source necessary to implement the plan (City staff, volunteer, or other community resources).

## *Roles and Responsibilities*

Bisbee's City Manager appoints staff persons responsible for the City's General Plan implementation. Appointed staff should monitor the status of each implementation action throughout the year and provide a general recommended framework to the City's Planning and Zoning Commission for annually updating the General Plan Implementation Program. The City's Planning and Zoning Commission reviews staff report and provides recommendations to the Bisbee's Mayor and Council for revisions to the General Plan Implementation Program on an annual basis.

## General Plan Amendments

### General Plan Update

A general plan update is initiated by a city's mayor and council and includes the adoption of a new general plan or re-adoption of the city's general plan pursuant to ARS Section 9-461.06(L).

The adoption of a new general plan or re-adoption of a city's general plan shall be approved by an affirmative vote of at least two thirds of the members of the city's legislative body. Although, as noted, public ratification is not required for the City's 2003 general plan update process, public ratification may be required for future General Plan updates.

All general plan updates are subject to public participation procedures contained in the City's Public Participation Plan adopted by the Bisbee Mayor and Council pursuant to ARS Section 9-461.06(J).

A comprehensive update of a general plan must be conducted at least once every ten years. Changing conditions may warrant a comprehensive update on a more frequent basis as determined by the City's Mayor and Council.

### Major Amendments

Pursuant to ARS Section 9-461.06(G), a major amendment is defined as a "substantial alteration of the municipality's land use mixture or balance as established in the municipality's existing general plan land use element." It is up to the municipality to develop criteria that meets this definition.

Major amendments to the City's General Plan may be initiated by Bisbee's Mayor and Council, or requested by the private sector, and will be considered once each year pursuant to ARS Section 9-461.06(G). Major amendment applications must be submitted within the same calendar year they are being considered and must be considered at a single public hearing. A minimum of two (2) public hearings will be scheduled before the adoption of any "general plan update" and/or "major amendment." Of these two public hearings, one will be a City Planning and Zoning Commission public hearing for review and recommendation to Bisbee's Mayor and Council, and one will be a Mayor and Council public meeting for the adoption of the "general plan update" and/or "major amendment." A major amendment can only be approved by an affirmative vote of at least two thirds of a city's legislative body and is subject to the public participation procedures, contained in the public participation plan, adopted by a city's legislative body pursuant to ARS Section 9-461.06.

### *Criteria for Determining Major Amendments*

The following criteria must be used for determining whether a proposed amendment to the land use plan element of the City's General Plan substantially alters the mixture or balance of land uses. A major amendment, as specified in the City's General Plan is any proposal that meets any of the following criteria:

1. A change in residential land use designation exceeding 100 acres; or
2. A change in non-residential land use designation exceeding 100 acres; or
3. Any development proposal that, in aggregate, includes changes in land use designations exceeding 320 acres;
4. Any residential development that generates a minimum of 50% of the total enrollment of a K-8, middle school and/or high school as determined by the City of Bisbee.

### *Minor Amendments*

All amendments to the City's General Plan that are not defined as "General Plan Updates" or "Major Amendments" are considered "Minor Amendments". Minor amendments may be considered by the City's Planning and Zoning Commission and Bisbee's Mayor and Council at any time.

# Public Participation Process

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## Public Participation Plan

The City of Bisbee General Plan Update is the product of an extensive outreach effort that involves Bisbee residents, community leaders, major stakeholders, agency representatives, and other interested parties. Early in the process, the Bisbee Mayor and Council adopted this Public Participation Plan. This Plan is designed to maximize public participation in the process through open houses, mobile exhibits, and additional out-reach methods.

A Steering Committee was formed early in the general plan update process, which includes representatives from diverse interests within the City. This Steering Committee (or Project Action Team) consists of City staff, and representatives from the City of Bisbee Chamber of Commerce, the Bisbee Unified School District, Mayor and Council, Planning and Zoning Commission, the City's Transit Commission, the City's Airport Commission, SEAGO, Housing Authority, adjacent jurisdictions and regional and state agencies.

## Community Vision

In 1999, the City prepared the Bisbee Strategic Plan for Economic Development. This strategic plan has been recently revised to reflect current needs. In order to provide continuity, yields harvested during the Strategic Plan planning process are incorporated as part of the City's General Plan update public participation planning process. Combined with General Plan update public participation efforts, this strategy is instrumental in developing a "vision" for the City that is consistent with the its economic development goals. The vision is an overarching statement that defines the desired condition or state of the City in terms that are meaningful to residents, entrepreneurs, and City officials. The vision for the City is stated below.

### ***"Bisbee—The High Desert Gem."***

*The facets of this unique gem include its diverse people, historic character, arts community, natural environment, and ideal climate.*

*The community promotes quality business development and financial sustainability by creatively utilizing its proximity to Mexico, technology, economic partnerships, and educational institutions to achieve community prosperity.*

*Bisbee Strategic Plan for Community  
Economic Development, August 1999*

# Public Participation Process

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## *Steering Committee*

A steering committee consisting of representatives of the community as a whole (staff, community leaders, various stakeholder groups, and the public) is formed as part of the public participation process at early stages of a "general plan update" or a "major amendment" planning process. Members of the Steering Committee are active participating members of the Project Team. The Steering Committee acts as the "sounding board" for the Project Team and provides input and feedback throughout the process. The Steering Committee includes the following members or representatives:

- ❖ Mayor and Council
- ❖ Planning and Zoning Commission
- ❖ City Manager
- ❖ City Attorney
- ❖ Chamber of Commerce
- ❖ Transit Advisory Committee
- ❖ Design Review Board
- ❖ Bisbee Unified School District
- ❖ Airport Commission
- ❖ SEAGO
- ❖ Cochise County Planning and Zoning and/or Planning Department
- ❖ City Departments Directly Involved in the Project
- ❖ Business/Resident Community (all Wards)
- ❖ Arizona Water Company
- ❖ Phelps-Dodge Corporation, Copper Queen Branch
- ❖ Developer/Realtor Community

## *Community-Wide Participation*

### *Public Open House*

Provides an opportunity to present information and receive public input in alternative formats in locations other than City Hall. During the Open House, community members are invited to drop in and discuss opportunities and constraints, and view plans, data, maps and other graphic displays. The Open House takes place in a facility that serves the community. The Open House is limited to three (3) hours, held at a time thought appropriate for the community, such as an evening or weekend afternoon. Refreshments and printed information should be available, as well as knowledgeable participants who can talk informally with visitors about the planning process. This type of forum offers opportunities for participants to provide input through comment boards and/or informal written surveys.

# *Public Participation Process*

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## *Partnering with Community Events*

At any appropriate community event, a booth may be set up by City staff and/or volunteers with information about the General Plan Update planning process. Informational brochures and informal surveys may be distributed to individuals stopping at the booth.

### *Mobile Exhibit*

Information on the process is compiled into an evolving, community plan exhibit or mobile display. The display rotates around the community and is located in high foot traffic areas. The display includes basic information, describes community issues, displays maps, and/or lists land use changes and other Plan recommendations. Boards may be changed according to the different phases of the planning process.

Locations and topics may be announced through the City's website, public notices and press releases, radio announcements and other methods deemed appropriate. Comment cards and a drop box may be provided for public input. The mobile exhibit remains a minimum of a month on each location.

### *Press Releases/Radio Programs*

Working closely with all local and regional press (i.e. newspapers of major circulation, television, and radio) to ensure project coverage.

### *Community Out-Reach*

Presentations to community associations (such as service organizations, the Rotary Club, etc.) may be included as part of the public participation process.

### *Major Landowner/Developer Forums*

Owners of large tracts, such as Phelps Dodge Corporation shall be invited to attend special forums dedicated to hearing their specific concerns, or be invited as members of the Steering Committee. The Chamber of Commerce may take the leadership in this type of forum.

### *Public Hearings*

As required by Arizona law,, public hearings are set before both the City's Planning and Zoning Commission and Bisbee's Mayor and Council. These meetings will be well publicized and open to the public.

## *Public Input Techniques*

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The following public input techniques may be utilized to enhance the public participation process under the direction of Bisbee's Mayor and Council.

### *Random Sample Survey*

A statistically valid survey may be conducted early in the process. If the survey instrument is constructed effectively, valuable information gathered can assist in framing the issues.

### *Informal Surveys*

At all public events a survey may be distributed to solicit focused input. The surveys provide another avenue for community members and stakeholders to express their ideas and concerns.

### *Project Identity*

A professionally developed logo, project name, letterhead, and tag line may be developed to be used on materials associated with the planning project.

### *Project Web Page*

Building upon the existing City web page, a section dedicated to the City's General Plan process may be developed. An interactive reply card might be included for interested parties to request additional information about the process or provide comments. The general plan process, maps, proposed policies, and any other pertinent information may be linked to the City's web page on a regular basis. A special e-mail address may be established for the project.

### *Project Brochure*

A project brochure may be developed and distributed at key points during the process. The brochure should be informative and easy to read.

### *Interim Reports*

Interim reports may be developed and distributed after each of the critical phases in the planning process. These interim reports serve two purposes. First, they ensure that an agreement is reached at critical points during the process and second, they document the process and the decisions being made.

## *Minority Outreach*

Every effort will be made to involve all residents in the planning process. The City will solicit applications from residents who represent diverse interest groups to ensure that committees reflect the demographic composition of the City. If requested, bi-lingual (English/Spanish) information on the General Plan Update process will be provided and translators (English/Spanish) will be present at public hearings.

## *Agency Coordination*

Agency coordination and communication is critical to the successful completion of a general plan update. Representatives from the different agencies and adjacent jurisdictions will be invited to serve as members of the Steering Committee.

## *Coordination with Other Planning Processes*

The City will coordinate its general plan update process with any other local or regional planning studies.

# Public Meeting Guidelines

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## Successful Public Meetings

A number of public events throughout the planning process may be organized as outlined previously in this Public Participation Plan.

The following guidelines will be followed in order to ensure successful public meetings.

**Meeting Sites:** A 100-person capacity facility within the project area will be utilized for community-wide meetings.

**Public Advertisement:** Press releases will be submitted to selected media.

**Letter of Invitation:** Letters will be written and transmitted to local officials and individuals who have shown an interest or have attended previous meetings.

**Meeting Preparation:** A strategy session with the Steering Committee will be held on the meeting format, agenda, exhibits, and handout materials before the public meeting. Agendas, display graphics, and/or handout materials will be prepared.

**Meeting Record:** Meeting minutes will be prepared by the Consultant and mailed to all Steering Committee members.

## Public Comment Follow-Up

A comprehensive database of residents and stakeholder comments will be kept. Responses to questions and comments not addressed at public meetings will be made in writing. Public notices will be provided by mail to interested parties identifying where the draft and final general plan documents will be available for public review.

Every effort will be made to keep the public informed during and at the conclusion of the project to ensure that all interested parties are informed of the project's status.

# Public Meeting Guidelines

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## *Regular Updates or Study Sessions*

Throughout the process, regular updates will be made by City staff at Planning and Zoning Commission and Mayor and Council meetings. These regular updates or study sessions will be used to report progress to both Planning and Zoning Commission and Mayor and Council members.

## *Public Hearings*

In accordance with Arizona law, a minimum of two public hearings will be scheduled before the adoption of any "general plan update" and/or "major amendment." Of these two required public hearings, one will be a City Planning and Zoning Commission public hearing for review and recommendation to Bisbee's Mayor and Council, and one will be a Mayor and Council meeting for the adoption of the "general plan update" or "major amendment." At least 60 days prior to the adoption, a review draft of the plan will be submitted to the following agencies for their review in accordance with Arizona law:

- ❖ The planning agency of the county in which the municipality is located.
- ❖ Each county or municipality which is contiguous to the corporate limits of the municipality or its area of extraterritorial jurisdiction.
- ❖ The regional planning agency within which the municipality is located.
- ❖ The Department of Commerce or any other state agency subsequently designated as the general planning agency for the state.
- ❖ Any person or entity that requests in writing to receive a review copy of the proposed General Plan Update.
- ❖ The Copper Queen Library for public availability purposes.

## Appendix A: State of Arizona Requirements

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### *Purpose of the Growing Smarter Act*

"The purpose of this act is to more effectively plan for the impacts of population growth by creating a more meaningful and predictable land planning process, to increase citizen involvement in the land planning process, to directly acquire and preserve additional open space areas within this state through necessary reforms to the master planning and open space conservation programs of the state land department and to establish a growth planning analysis process to consider and address various statewide growth management issues so that the future development of land in this state will occur in a more rational, efficient and environmentally sensitive manner that furthers the best interests of the state's citizens by promoting the protection of its natural heritage without unduly burdening its competitive economy."

### *Growing Smarter Act Key Provisions*

In response to concerns about the effects of growth, the Growing Smarter Act was passed in 1998. Some key provisions of this Act included:

- § New required elements for General and Comprehensive Plans (see ARS 9-461.05 and 11-821)
- § Mandatory zoning conformance with General Plans
- § More effective public participation in planning process (ARS 9-461.06 and 11-806)
- § Deadlines for compliance with the mandates, and requirement that plans should be updated at least every 10 years

### *Arizona Preserve Initiative (API)*

In addition, the Arizona Preserve Initiative (API) provides a process for conserving Arizona State Trust Land as open space within a jurisdiction. Adopted in 1996 and amended in 1997, the API allows for Trust land to be sold or leased for conservation purposes. As part of this process, land is reclassified and sold or leased through auction (see ARS Title 37 Article 4.2). Funding for this program was approved by the voters as Proposition 303 in 1998, and totals \$20 million per year for 11 years, beginning in fiscal year 2001.

## Appendix A: State of Arizona Requirements

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### *Growing Smarter Commission*

A Growing Smarter Commission was created after the adoption of the Growing Smarter Act, to review the mandate and recommend any necessary changes. The Commission's report led to the adoption of the Growing Smarter Plus Act in 2000, which added additional provisions to the law, including the following the requirement that many municipalities must submit the General Plan for ratification by the voters (ARS 9-461.06 L) which states the following:

*"The governing body of a city or town having a population of more than two thousand five hundred persons but less than ten thousand persons and whose population growth rate exceeded an average of two per cent per year for the ten year period before the most recent United States decennial census, and any city or town having a population of ten thousand or more persons, shall submit each new general plan adopted pursuant to subsection J of this section to the voters for ratification at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty days after the governing body adopted the plan pursuant to section 16-204.*

### *ARS 9-461.05 Requirements*

A. Each planning agency shall prepare and the governing body of each municipality shall adopt a comprehensive, long-range general plan for the development of the municipality. The planning agency shall coordinate the production of its general plan with the creation of the state land department conceptual land use plans under title 37, chapter 2, article 5.1 and shall cooperate with the state land department regarding integrating the conceptual state land use plans into the municipality's general land use plan. The general plan shall include provisions that identify changes or modifications to the plan that constitute amendments and major amendments. The plan shall be adopted and readopted in the manner prescribed by section 9-461.06.

B. The general plan shall be so prepared that all or individual elements of it may be adopted by the governing body and that it may be made applicable to all or part of the territory of the municipality.

C. The general plan shall consist of a statement of community goals and development policies. It shall include maps, any necessary diagrams and text setting forth objectives, principles, standards and plan proposals. The plan shall include the following elements:

## Appendix A: State of Arizona Requirements

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### *Land Use Element*

- (a) Designates the proposed general distribution and location and extent of such uses of the land for housing, business, industry, agriculture, recreation, education, public buildings and grounds, open space and other categories of public and private uses of land as may be appropriate to the municipality.
- (b) Includes a statement of the standards of population density and building intensity recommended for the various land use categories covered by the plan.
- (c) Identifies specific programs and policies that the municipality may use to promote infill or compact form development activity and locations where those development patterns should be encouraged.
- (d) Includes consideration of air quality and access to incident solar energy for all general categories of land use.
- (e) Includes policies that address maintaining a broad variety of land uses including the range of uses existing in the municipality when the plan is adopted, readopted or amended.
- (f) For cities and towns with territory in the vicinity of a military airport as defined in section 28-8461, includes consideration of military airport operations.

### *Circulation Element*

A circulation element consisting of the general location and extent of existing and proposed freeways, arterial and collector streets, bicycle routes and any other modes of transportation as may be appropriate, all correlated with the land use element of the plan.

## Appendix A: State of Arizona Requirements

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### *ARS 9-461.06 Requirements*

A. The general plan and any amendment to such plan shall be adopted or readopted in the manner provided in this article.

B. The governing body shall:

1. Adopt written procedures to provide effective, early and continuous public participation in the development and major amendment of general plans from all geographic, ethnic and economic areas of the municipality. The procedures shall provide for:

(a) The broad dissemination of proposals and alternatives.

(b) The opportunity for written comments.

(c) Public hearings after effective notice.

(d) Open discussions, communications programs and information services.

(e) Consideration of public comments.

2. Consult with, advise and provide an opportunity for official comment by public officials and agencies, the county, school districts, associations of governments, public land management agencies, the military airport if the municipality has territory in the vicinity of a military airport as defined in section 28-8461, other appropriate government jurisdictions, public utility companies, civic, educational, professional and other organizations, property owners and citizens generally to secure maximum coordination of plans and to indicate properly located sites for all public purposes on the general plan.

C. At least sixty days before the general plan, an element or major amendment of a general plan is noticed pursuant to subsection D of this section, the planning agency shall transmit the proposal to the planning commission, if any, and the governing body and submit a copy for review and further comment to:

1. The planning agency of the county in which the municipality is located.

2. Each county or municipality that is contiguous to the corporate limits of the municipality or its area of extraterritorial jurisdiction.

3. The regional planning agency within which the municipality is located.

4. The department of commerce or any other state agency that is subsequently designated as the general planning agency for this state.

## Appendix A: State of Arizona Requirements

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5. The department of water resources for review and comment on the water resources element, if a water resources element is required.
6. If the general plan or a portion, element or amendment of the general plan is applicable to territory in the vicinity of a military airport as defined in section 28-8461, the military airport.
7. Any person or entity that requests in writing to receive a review copy of the proposal.

D. If the municipality has a planning commission, after considering any recommendations from the review required under subsection C of this section the planning commission shall hold at least one public hearing before approving a general plan or any amendment to such plan. When the general plan or any major amendment is being adopted, planning commissions in municipalities having populations over twenty-five thousand persons shall hold two or more public hearings at different locations within the municipality to promote citizen participation. Notice of the time and place of a hearing and availability of studies and summaries related to the hearing shall be given at least fifteen and not more than thirty calendar days before the hearing by:

1. Publication at least once in a newspaper of general circulation published or circulated in the municipality, or if there is none, the notice shall be posted in at least ten public places in the municipality.
2. Such other manner in addition to publication as the municipality may deem necessary or desirable.

E. Action by the planning commission on the general plan or any amendment to the plan shall be transmitted to the governing body of the municipality.

F. Before adopting the general plan, or any amendment to it, the governing body shall hold at least one public hearing. Notice of the time and place of the hearing shall be given in the time and manner provided for the giving of notice of the hearing by the planning commission as specified in subsection D of this section.

G. The adoption or readoption of the general plan or any amendment to such plan shall be by resolution of the governing body of the municipality, after notice as provided for in subsection D of this section. The adoption or readoption of or a major amendment to the general plan shall be approved by affirmative vote of at least two-thirds of the members of the governing body of the municipality. All major amendments to the general plan proposed for adoption by the governing body of a municipality shall be presented at a single public hearing during the calendar year the proposal is made.

## Appendix A: State of Arizona Requirements

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The general plan, or any amendment to the plan, shall be endorsed in the manner provided by the governing body to show that it has been adopted by the governing body. If the motion to adopt or readopt a general plan or an amendment to the general plan fails to pass, the governing body may reconsider the motion in any manner allowed by the governing body's rules of procedure, but any subsequent motion for the adoption or readoption of the general plan or a major amendment to the general plan must be approved by an affirmative vote of at least two-thirds of the members of the governing body.

For purposes of this subsection, "**major amendment**" means a substantial alteration of the municipality's land use mixture or balance as established in the municipality's existing general plan land use element. The municipality's general plan shall define the criteria to determine if a proposed amendment to the general plan effects a substantial alteration of the municipality's land use mixture or balance as established in the municipality's existing general plan land use element.

H. If the municipality does not have a planning commission, the only procedural steps required for the adoption of the general plan, or any amendment to such plan, shall be those provided in this article for action by the governing body.

I. A copy of the adopted general plan of a municipality shall be sent to the planning agency of the county within which the municipality is located, and such plan or any portion of the plan may be adopted as a part of the county general plan.

J. A general plan, with any amendments, is effective for up to ten years from the date the plan was initially adopted and ratified pursuant to subsection L of this section, or until the plan is readopted pursuant to this subsection and ratified pursuant to subsection L of this section or a new plan is adopted pursuant to this subsection and ratified pursuant to subsection L of this section, and becomes effective. On or before the tenth anniversary of the plan's most recent adoption, the governing body of the municipality shall either readopt the existing plan for an additional term of up to ten years or shall adopt a new general plan as provided by this article.

K. Except for general plans that are required to be submitted to the voters for ratification pursuant to subsection L of this section, the adoption or readoption of a general plan, and any amendment to a general plan, shall not be enacted as an emergency measure and is subject to referendum as provided by article IV, part 1, section 1, subsection (8), Constitution of Arizona, and title 19, chapter 1, article 4.

## Appendix A: State of Arizona Requirements

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L. The governing body of a city or town having a population of more than two thousand five hundred persons but less than ten thousand persons and whose population growth rate exceeded an average of two per cent per year for the ten year period before the most recent United States decennial census, and any city or town having a population of ten thousand or more persons, shall submit each new general plan adopted pursuant to subsection J of this section to the voters for ratification at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty days after the governing body adopted the plan pursuant to section 16-204. The governing body shall include a general description of the plan and its elements in the municipal election pamphlet and shall provide public copies of the plan in at least two locations that are easily accessible to the public and may include posting on the municipality's official internet web site. If a majority of the qualified electors voting on the proposition approves the new plan, it shall become effective as provided by law. If a majority of the qualified electors voting on the proposition fails to approve the new plan, the current plan remains in effect until a new plan is approved by the voters pursuant to this subsection. The governing body shall either resubmit the proposed new plan, or revise the new plan as provided by this section, for subsequent submission to the voters at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty days after the governing body readopted the new or revised new plan. All subsequent adoptions and submissions of the new plan or revised plans must comply with the procedures prescribed by this section until the plan is ratified.

M. In applying an open space element or a growth element of a general plan a municipality shall not designate private land or state trust land as open space, recreation, conservation or agriculture unless the municipality receives the written consent of the landowner or provides an alternative, economically viable designation in the general plan or zoning ordinance, allowing at least one residential dwelling per acre. If the landowner is the prevailing party in any action brought to enforce this subsection, a court shall award fees and other expenses to the landowner. A municipality may designate land as open space without complying with the requirements of this subsection if the land was zoned as open space and used as a golf course pursuant to a zoning ordinance adopted pursuant to article 6.1 of this chapter before May 1, 2000 and the designation does not impose additional conditions, limitations or restrictions on the golf course, unless the land is state trust land that was not planned and zoned as open space pursuant to title 37, chapter 2, article 5.1.



**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: February 3, 2026**

Regular    Special

**DATE ACTION SUBMITTED:** January 16, 2026

**REGULAR**       **CONSENT**

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

**SUBJECT:** Discussion and Possible Approval to designate the city owned property located adjacent to 300 Williams Avenue, an unaddressed strip of land as City of Bisbee Surplus Property. The strip of land is approximately 4,255 square feet.

**FROM:** J. Emanuel Stuart, City Planner

**RECOMMENDATION:** Approve

**PROPOSED MOTION:** I move that we designate the city owned property located adjacent to 300 Williams Avenue, an unaddressed strip of land as City of Bisbee Surplus Property. The strip of land is approximately 4,255 square feet.

**DISCUSSION:** Mr. Joseph Scott and Ms. Deborah McCall submitted an application for Transfer of City Property under City Code Section 2.6.9. At the Planning and Zoning Commission regular meeting held on January 15, 2026, the commission unanimously approved moving this forward to Mayor and Council for consideration.

City staff does not typically support the abandonment or transfer of public rights-of-way, as they are retained to preserve access, circulation, and flexibility for future public infrastructure needs. Maintaining public rights-of-way is generally in the best long-term interest of the city.

In this case, the subject right-of-way functions as an extension of an existing dead-end roadway and does not provide through access or serve an active transportation, utility, or public access purpose. The right-of-way is nonfunctional, and there is no identified current or future need for its use. Access to adjacent City-owned property is adequately provided via Star Avenue, and the proposed transfer would not eliminate or impair access to City property.

The transfer would allow the right-of-way to be incorporated into the applicant's adjoining property, eliminating a nonfunctional segment of public right-of-way while reducing the City's responsibility for maintenance and potential liability. No adverse impacts to public access, circulation, or municipal operations have been identified.

Given the unique circumstances of this location and the lack of functional or foreseeable public use, staff finds this request to be a reasonable exception to the City's general practice of retaining rights-of-way and submits the matter for Council consideration.

*Staff is requesting that the City Council consider designating the subject property as Surplus property.*

**FISCAL IMPACT:** N/A

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

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

**Prepared by:** J. Emanuel Stuart  
J. Emanuel Stuart,  
City Planner

**Reviewed by:** Ashlee Coronado  
Ashlee Coronado,  
Interim City Manager

99-30-50999



City of Bisbee /APPLICATION FOR THE TRANSFER OF REAL CITY PROPERTY

118 Arizona Street / Bisbee, AZ85603

Ph (520) 432-6000 / [BisbeeAZ.gov](http://BisbeeAZ.gov)

APPLICATION FOR THE TRANSFER OF REAL CITY PROPERTY

Applicant's Name: Joseph Scott and Deborah McCall

Mailing Address: [REDACTED]

Phone #:

Cell Phone #: [REDACTED]

Property Address(required): abandoned end of Williams Ave

Parcel # (APN)required: none, abandoned City of Bisbee roadway

DESCRIBE THE REASON / JUSTIFICATION FOR THIS REQUEST AND GIVE THE RELATIONSHIP OF THE SUBJECT PROPERTY TO ANY PROPERTY CURRENTLY OWNED BY THE APPLICANT:

attached

Planning & Zoning Commission will consider the following:

- o Whether the proposed transfer is in conformity with any adopted general plan, including the City's policies for open space;
- o Whether the subject property is suitable for development under the Zoning Regulations;
- o Whether the proposed transfer and any anticipated development is compatible with the existing usage and development of the surrounding area;
- o Whether the proposed transfer would impose a burden or hardship on an adjacent property owner or the public; and
- o Whether the subject property is or is not suitable for public sale and auction.

Applicant's Signature:

Date: 8/6/2025

FOR OFFICIAL USE ONLY Transfer of Property No. 25-05 Date Received 8-11-2025

Signature of Staff who received:



City of Bisbee /TRANSFER OF CITY REAL PROPERTY CHECKLIST

118 Arizona Street / Bisbee, AZ 85603

Ph (520) 432-6000 / BisbeeAZ.gov

TRANSFER OF CITY REAL PROPERTY CHECKLIST

SUBMITTAL REQUIREMENTS FOR ALL APPLICATIONS

- Completed application - a separate application is required for each request
Applicant's written explanation/justification for the application
Administrative fee of \$350.00; plus, any additional professional costs
Recording fees are due prior to recordation
Legal Description or survey of the property (A Survey is required if the sale is for a portion of an entire parcel.)
Appraisal of the property completed by a certified general appraiser licensed in Arizona.

ACKNOWLEDGMENT (Please Initial each)

- Approval of the application by the City Manager is no guarantee that the City Council will agree to the transfer of the property.
The Transfer of the property shall be by public auction, except as for any parcel or portion of a parcel, which has an appraised value of less than \$7,000, or the requested abandonment of unnecessary public streets and rights-of-way, the public action requirement may be waived by the City Council upon the finding of the following requirements:
The real property is subject to use and development restrictions imposed by the City's general plan, City zoning ordinances, City adopted building codes and other applicable City, state and federal laws.

ACKNOWLEDGMENT OF THE APPEAL PROCESS (Please Initial)

- The City Manager's denial of an application may be appealed to the City Council by Submitting a written notice of appeal to the City Clerk within five (5) working days of the City Manager's Decision.
The Notice of appeal shall state the factual basis for the appeal.
The appeal will be heard by the City Council within two (2) regular meetings following the receipt of the notice of appeal.
The decision by the City Council shall be the final decision.

The formal conveyance of any such property or interest in real property can only be authorized by Ordinance. The Council will schedule the adoption of any such Ordinance for final approval after the terms and conditions have been agreed to by the purchaser.

Our home is at 300 Williams Ave (Parcel # 10360247.) We also own a nearby lot (Parcel #10360248) that we are preserving as Open Space. I have indicated on a couple of attached maps the City property that we would like to purchase. We were encouraged by both a surveyor and an appraiser to contact the City to see if there was the possibility of purchasing this area prior to incurring the several thousand dollars in fees to have it surveyed and appraised. As this seems to be an abandoned City roadway, there is no Parcel/APN #, legal description or address. We have been told that Williams Ave terminates at our north-west property boundary and this area we are interested in is City of Bisbee property. We have several reasons we would like to purchase this property. Currently, we are paying a higher property tax rate because our parcels are not contiguous. If we were able to purchase this property we would see savings in property tax. Currently, we do the maintenance to this City property to keep it Fire Wise (dead tree and limb removal, removal of dead vegetation, etc.), as well the weed-eating and such that is needed during and after the monsoon season. If we were able to purchase this property we would make increased efforts to make it more Fire Wise, continue to do the necessary yard work, make improvements to matters like rain water drainage and preserve it as Open Space. The other properties that this property adjoins (725 Warren Ave and 729 Warren Ave) both utilize Warren Ave to access their parking areas and their homes and property. Additionally, due to the steep slope on the south-east side of this property it would be extremely challenging to for this property to be used as ingress or egress to the adjoining properties without significant construction. At least to us, it seems we are the only people this property would have any value or significance to and we would really love to clean it up and improve it. We are hopeful that the City would consider the sale of this property to us. And if that were to be the case, we would have the property surveyed and appraised. Thank you for your consideration.

00 Williams Ave, Bisbee, A X



isbee, AZ, 85603, USA X

/ search results for 729C ...



PROJECT NO. 2025-095

DATE: OCTOBER 04, 2025

LEGAL DESCRIPTION  
RIGHT OF WAY TO ACQUIRE

THE SURFACE, TOGETHER WITH A DEPTH OF 40.00 FEET BENEATH THE SURFACE OF A PORTION OF THE RIGHT OF WAY OF WILLIAMS AVENUE WITHIN PRITCHARD-WILLIAMS ADDITION RECORDED IN BOOK 00 OF MAPS, PAGE 75, COCHISE COUNTY RECORDS, LOCATED IN SECTION 8, TOWNSHIP 23 SOUTH, RANGE 24 EAST, GILA AND SALT RIVER BASE AND MERIDIAN, COCHISE COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING AT A NAIL AND TAG STAMPED "RLS 11281" MARKING THE SOUTH CORNER OF BLOCK 4 OF SAID PRITCHARD-WILLIAMS ADDITION, SAID POINT ALSO BEING THE SOUTH CORNER OF LOT 10 OF SAID BLOCK 4, FROM WHICH POINT A 1/2" REBAR WITH CAP STAMPED "RLS 22275" MARKING THE WEST CORNER OF SAID LOT 10 BEARS NORTH 49°36'52" WEST A DISTANCE OF 99.62 FEET;**

**THENCE NORTH 33°15'32" EAST A DISTANCE OF 132.08 FEET TO A 1/2" REBAR WITH ILLEGIBLE PLASTIC CAP MARKING THE EAST CORNER OF LOT 13 OF SAID BLOCK 4;**

**THENCE NORTH 32°49'07" EAST A DISTANCE OF 7.08 FEET TO A NAIL AND TAG STAMPED "RLS 11281" LOCATED ON THE SOUTHEAST LINE OF LOT 14 OF SAID BLOCK 4;**

**THENCE SOUTH 63°50'26" EAST A DISTANCE OF 30.16 FEET TO A 1/2" REBAR WITH CAP STAMPED "RLS 22275" LOCATED ON THE NORTHWEST LINE OF LOT 6, BLOCK 5, OF SAID PRITCHARD-WILLIAMS ADDITION;**

**THENCE SOUTH 33°20'08" WEST A DISTANCE OF 74.50 FEET TO A 1/2" REBAR WITH CAP STAMPED "RLS 22275" MARKING THE NORTH CORNER OF LOT 9 OF SAID BLOCK 5;**

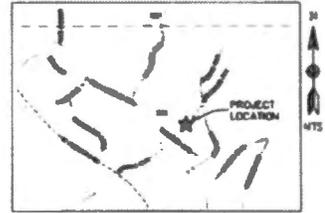
**THENCE SOUTH 33°19'21" WEST A DISTANCE OF 72.12 FEET TO A 1/2" REBAR WITH PLASTIC CAP STAMPED "RLS 11281" MARKING THE WEST CORNER OF SAID BLOCK 5, SAID POINT ALSO BEING THE WEST CORNER OF LOT 10 OF SAID BLOCK 5;**

**THENCE NORTH 49°33'59" WEST A DISTANCE OF 29.93 FEET TO THE POINT OF BEGINNING.**

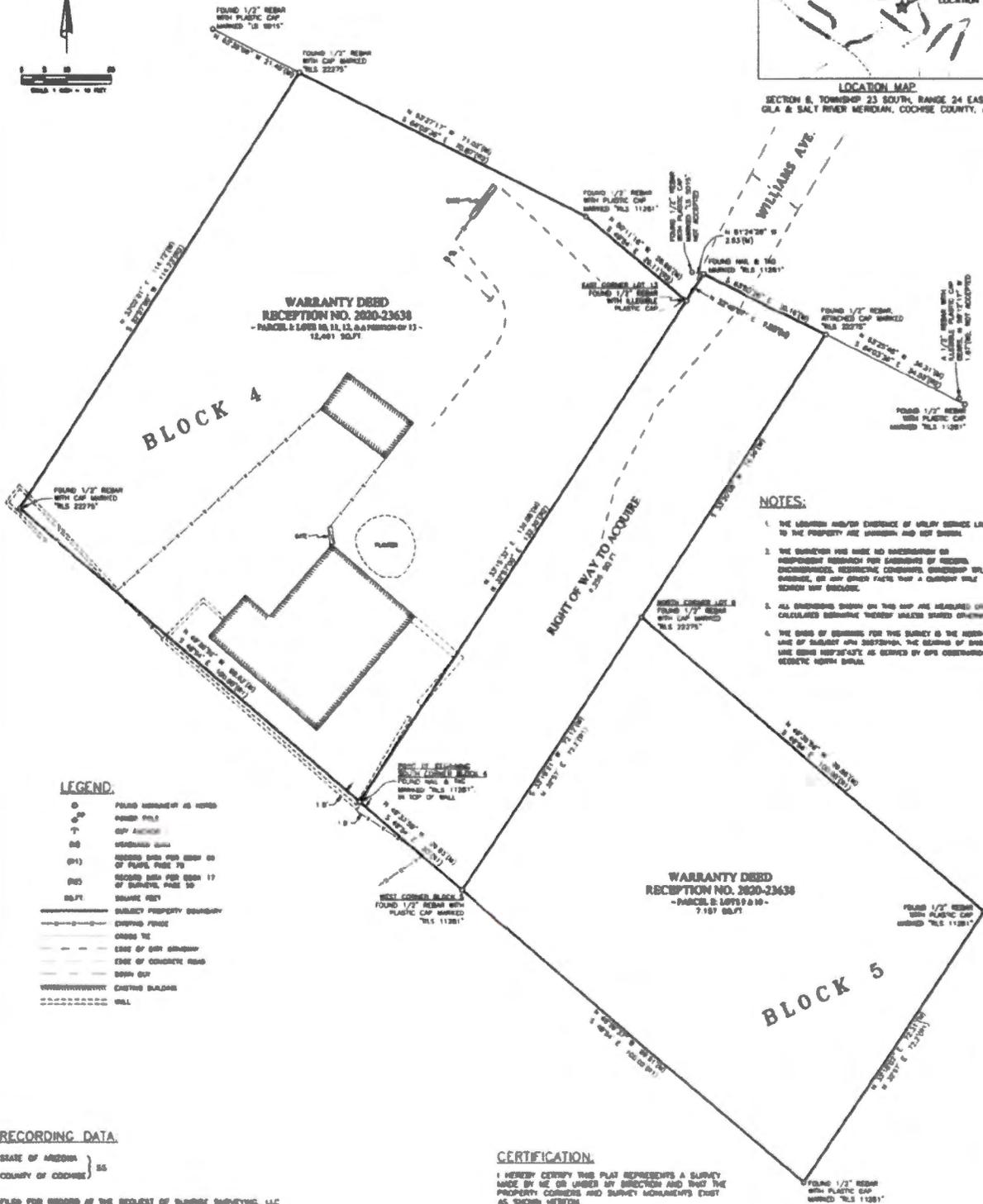
SAID PARCEL CONTAINS 4,255 SQUARE FEET, MORE OR LESS.



# RECORD OF SURVEY



LOCATION MAP  
SECTION 8, TOWNSHIP 23 SOUTH, RANGE 24 EAST  
GILA & SALT RIVER MERIDIAN, COCHISE COUNTY, AZ



- NOTES:**
1. THE LARGEST AND/OR EXISTENCE OF UTILITY SERVICE LINES TO THE PROPERTY ARE UNKNOWN AND NOT SHOWN.
  2. THE SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT RESEARCH FOR EXISTENCE OF RECORD ENCUMBRANCES, RESTRICTIVE COVENANTS, EASEMENTS OR ANY OTHER FACTS THAT A CURRENT TITLE SEARCH WOULD REVEAL AND DISCLOSE.
  3. ALL ENCUMBRANCES SHOWN ON THIS MAP ARE BASED ON A CALCULATED ESTIMATE THEREOF BASED ON THE INFORMATION PROVIDED.
  4. THE BASIS OF BEARING FOR THIS SURVEY IS THE NORTH LINE OF SUBJECT AND ADJACENT. THE BEARING OF THIS LINE IS BEING RECHECKED AS DERIVED BY GPS OBSERVATION, GEODETIC NORTH DATA.

- LEGEND:**
- FOUND MONUMENT AS NOTED
  - FOUND PIN
  - ⊕ CUP ANCHOR
  - ⊙ STAKE/IRON NAIL
  - (H) RECORD DATA FOR BOOK 00 OF PLATS, PAGE 70
  - (H) RECORD DATA FOR BOOK 17 OF PLATS, PAGE 10
  - 50 FT SQUARE FEET
  - SUBJECT PROPERTY BOUNDARY
  - - - - - EXISTING FENCE
  - - - - - CROSS TIE
  - - - - - EDGE OF GUY WIRELINE
  - - - - - EDGE OF CONCRETE ROAD
  - - - - - SOFT GUY
  - ~~~~~ EXISTING BALDWIN
  - WALL

**RECORDING DATA:**

STATE OF ARIZONA } 55  
 COUNTY OF COCHISE }  
 FILED FOR RECORD AT THE REQUEST OF SUNRISE SURVEYING, LLC  
 ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023  
 IN BOOK \_\_\_\_\_ OF MAPS OF SURVEYS AT PAGE \_\_\_\_\_ THEREOF.  
 FEE \$50.  
 WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR ABOVE WRITTEN

**CERTIFICATION:**

I HEREBY CERTIFY THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION AND THAT THE PROPERTY CORNERS AND SURVEY MONUMENTS EXIST AS SHOWN HEREON.

COCHISE COUNTY RECORDER/DEPUTY COUNTY RECORDER

STEPHEN ALLEN SAMPLE RLS #22275



SUNRISE SURVEYING, LLC  
 14 MOJAVE TRAIL  
 BISBEE, AZ 85603  
 PH. 520-907-2838

RECORD OF SURVEY OF LOTS 10, 11, 12, & A PORTION OF 13 OF BLOCK 4, AND LOTS 9 & 10 OF BLOCK 5, PRITCHARD-WILLIAMS ADDITION, BOOK 00, PAGE 75 OF PLATS. LOCATED IN SECTION 8, T.23S., R.24E., G.&S.R.M., COCHISE COUNTY, ARIZONA.

PROJECT	SURVEY BY	DRAWN BY	CHECKED BY	REVISION	REVISION
NO. 2025-095	SAS	JFF	SAS		
DATE: 10-02-2023		DATE: 10-03-2023	DATE: 10-08-2023	DATE:	DATE:

**OFFICE OF THE COUNTY RECORDER**  
**COCHISE COUNTY, ARIZONA**

DATE FILED: Oct. 10, 2025 TIME FILED: \_\_\_\_\_

FILING FEE: \$24.00

REQUEST OF: Sunrise Surveying  
14 Mojave Trail  
Bisbee AZ 85603

NAME OF PLAT: Sec 8, T-23S, R-24E  
\_\_\_\_\_  
\_\_\_\_\_

MAPS AND PLATS \_\_\_\_\_

RECORDS OF SURVEY X

BOOK 74 PAGE 62

UNOFFICIAL DOCUMENT



**REQUEST FOR MAYOR & COUNCIL ACTION**  
**Session of: February 3, 2026**

Regular    Special

**DATE ACTION SUBMITTED:** January 16, 2026

**REGULAR**                       **CONSENT**

**TYPE OF ACTION:**

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

**SUBJECT:** Discussion and Possible Approval to set a Public Auction Date of March 3, 2026, after 7:00pm for the Auction of the city owned property located adjacent to 300 Williams Avenue, an unaddressed strip of land which is approximately 4,255 square feet and establish the minimum acceptable bid amount of \$8,500.00 for the property.

**FROM:** J. Emanuel Stuart, City Planner

**RECOMMENDATION:** Approve

**PROPOSED MOTION:** I move that we set a Public Auction Date of March 3, 2026, after 7:00pm for the Auction of the city owned property located adjacent to 300 Williams Avenue, an unaddressed strip of land which is approximately 4,255 square feet and establish the minimum acceptable bid amount as \$8,500.00 for the property.

**DISCUSSION:** Mr. Joseph Scott and Ms. Deborah McCall submitted an application for Transfer of City Property under City Code Section 2.6.9. At the Planning and Zoning Commission regular meeting held on January 15, 2026, the commission unanimously approved moving this forward to Mayor and Council for consideration.

*Under Section 2.6.9, Procedures for the Transfer of City Property (D) (1)(2), After the Planning and Zoning Commission has made its recommendation, the application shall be submitted to the Mayor and City Council, who shall meet to consider whether or not to approve any such proposed transfer of City property and set the date and time of the public auction for the property, or determine that the provisions of Subsection E apply to the proposed transfer. The City Council shall also establish the minimum acceptable bid amount for the property and may impose other appropriate conditions upon any such transfer.*

**FISCAL IMPACT:** N/A

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

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

**Prepared by:** J. Emanuel Stuart  
J. Emanuel Stuart,  
City Planner

**Reviewed by:** Ashlee Coronado  
Ashlee Coronado,  
Interim City Manager

# INVOICE

**FROM:**  
 Cochise Appraisal Service, LLP  
 P.O. Box 2062  
 Sierra Vista, AZ 85636  
 Telephone Number: (520) 459-3255 Fax Number:

INVOICE NUMBER	
2510219	
DATES	
Invoice Date:	10/23/2025
Due Date:	Payment is due upon receipt.
REFERENCE	
Internal Order #:	2510219
Lender Case #:	
Client File #:	2510219
PAH/VA Case #:	
Main File # on form:	2510219
Other File # on form:	
Federal Tax ID:	88-0847047
Employer ID:	

**TO:**  
 Joseph B Scott  
 [Redacted]  
 E-Mail: [Redacted]  
 Telephone Number: [Redacted] Fax Number:  
 Alternate Number:

**DESCRIPTION**

Lender: Joseph B Scott Client: Joseph B Scott  
 Purchaser/Borrower: N/A  
 Property Address: [Redacted]  
 City: Bisbee State: AZ Zip: 85603  
 County: Cochise  
 Legal Description:

**FEEES AMOUNT**

Land Appraisal Fee Payment due upon receipt, subject to late fees after 30 days \$10.00 per month	850.00
<b>SUBTOTAL</b>	<b>850.00</b>

**PAYMENTS AMOUNT**

Check #: 1063 Date: 10/14/2025 Description:	850.00
Check #: Date: Description:	
Check #: Date: Description:	
<b>SUBTOTAL</b>	<b>850.00</b>

**Thank You For Your Business** **TOTAL DUE \$ 0.00**

Cochise Appraisal Service, LLP  
P.O. Box 2952  
Sierra Vista, AZ 85636-4110  
520-450-3255

10/23/2025

Joseph B Scott  
Joseph B Scott

Re: Property: [REDACTED]  
Bisbee, AZ 85603  
Borrower: I/A  
File No.: 2510219

Opinion of Value: \$ 88,500  
Effective Date: 10/14/2025

In accordance with your request, we have completed an appraisal of the referenced property. The appraisal report is attached for your review.

The purpose of this appraisal is to develop an opinion of market value for the subject property, as improved, in fee simple ownership and free of any encumbrances.

This report is based on a physical analysis of the site and improvements, a locational analysis of the neighborhood and surrounding market area, and an economic analysis of comparable properties. The appraisal was developed and the report prepared in compliance with the Uniform Standards of Professional Appraisal Practice (USPAP).

The opinion of value presented herein is effective as of the stated date of value and is subject to the attached certification and limiting conditions.

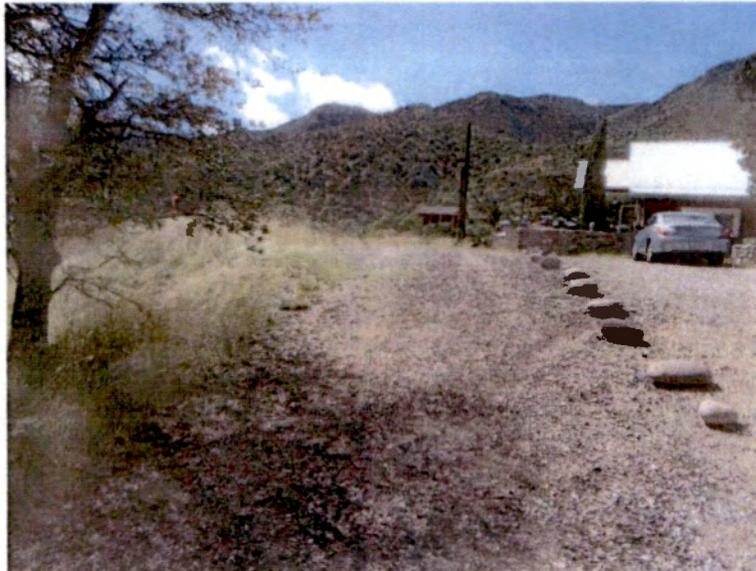
It has been a pleasure to assist you. Please feel free to contact me or my staff if we can be of further service.

Sincerely,



Steve McReynolds  
Certified Residential Appraiser  
License or Certification #: 20394  
State: AZ Expires: 04/30/2027  
office@cochiseappraisal.com

**APPRAISAL OF REAL PROPERTY**



**LOCATED AT**

300 Williams Ave  
Bisbee, AZ 85603

**FOR**

Joseph B. Scott

**OPINION OF VALUE**

\$8,500

**AS OF**

10/14/2025

**BY**

Steve McReynolds  
Certified Residential Appraiser, #20394

**Supplemental Addendum**

Form No. 2510219

BOEING#	N/A				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ
Zip Code	85603				
Lender/Client	Joseph B Scott				

The client is identified as Joseph Scott. The intended user of this appraisal report is the client. I acknowledge that certain parties beyond the client and/or intended user often rely on the appraisal report and such reliance is customary and reasonable. No additional intended users are identified by the appraiser.

The intended use of this appraisal report is to evaluate the property that is the subject of this appraisal for information purposes, subject to the stated scope of work, purpose of the appraisal, reporting requirements of this appraisal report form, and definition of market value.

Subject Property: To Be Determined Williams Ave.

Legal Description  
See Addendum

Subject is a non-buildable 4,255 sq ft (square foot) irregular rectangle lot located at the south end of Williams Ave in Old Bisbee. Site area taken from legal description and attached survey map. Subject site has hilltop views and slightly sloping topography. Access to public utilities electric and water. Other site improvements include gravel. There are no apparent adverse easements, encroachments or any other site conditions observed at time of inspection. The appraiser is not an expert in environmental conditions, no apparent adverse environment conditions noted at time of inspection.

Search of vacant land sales and active listings include the subject's market area Old Bisbee. Available vacant land sales and listings analyzed in comparison to the subject site. Adjustments considered for similarities and differences result in and indicated value for the subject site. All comparable sales located within one mile of the subject.

1. 26 Temby Ave., Bisbee, AZ 85603 Sold Price \$4,500
2. TBD Opera, Bisbee, AZ 85603 Sold Price \$4,000
3. TBD Opera, Bisbee, AZ 85603, Sold Price \$4,000
4. 122 Brewery Ave., Bisbee, AZ 85603, Sold Price \$35,000
5. 23 Quality Hill, Bisbee, AZ 85603, Sold Price \$22,000

All comparable sales are vacant land sales from the Old Bisbee market area. It was necessary to expand the market search over the past six months. Not all sales are considered buildable lots which would accommodate a single family dwelling. Sales #1, 2 and 3 are considered non-buildable lots. Sales #4 and 5 are considered to be buildable lots. A 5% discount was considered for this feature. Location and views taken into consideration in the overall analysis. All comparables have public electric to lot lines.

All sales are the most current and most similar sales found which could be compared with the subject and are considered reliable indicators to value. The appraiser has chosen what are believed to be the best comparables sales available from the open-market search.

In determining value of vacant land, a price per sq ft should be established. The comparables have a price based on a sq ft range \$1.45 to \$6.37. Considering the subject's location, site size, utilities, improvements and all available market data \$2.00 per sq ft or \$8,510 rounded to \$8,500 is appropriate for the subject.

The sales comparison approach to value-traditionally referred to as the market data approach-is an analysis of comparable sales, contract sales, and listings of properties that are most comparable to the subject property. Comparable market data has been verified, analyzed, and adjusted for differences between the comparable properties and the subject property. I have analyzed the closed or settled sales, and the offerings or listings of properties that are the most comparable to the subject property in order to identify any significant differences (or elements of comparison) that could affect his or her opinion of value for the subject property.

The appraiser's liability is strictly limited to fees collected on the assignment.

This appraisal report includes: all assumptions and limited conditions, the addenda to the report, and the table of contents are all integrated and all are dependent on each other; as such, they are inseparable.

This report, as well as the final estimates of value, are subject to the assumptions and limiting conditions and any extraordinary assumptions and limiting conditions, all attached to, and made a part of the appraisal report. The report and stated elements are intended to conform to the Uniform Standard's of Professional Appraisal Practice (USPAP) as adopted by the State of Arizona, the Appraisal Institute and the Appraisal Foundation; Title XI of the Financial Institutions Reform, Recovery and Enforcement Act of 1989 (FIRREA); and the appraisal reporting guidelines (Scope of Work) by the Client.

**Supplemental Addendum, Page 2**

File No. 2510219

Borrower	N/A				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ
Zip Code	85603				
Lender/Client	Joseph B Scott				

**- Reconciliation - Reconciliation and Final Value Conclusion**

The sales comparison approach is considered the most relevant approach to determining the value of real property and is the best indicator due to direct reporting of buyer and seller activity in the market. Most weight placed upon the sales comparison approach and is used and relied upon within this assignment to conclude credible results. In this market, residential properties are purchased primarily for owner-user utility and the sales comparison approach best reflects this market motivation.

In determining value of vacant land, a price per sq ft should be established. The comparable sales have a per sq. ft. range of \$1.45 to \$8.37. Considering the subject's location, site size, utilities and all available market data \$2.00 per sq.ft. or \$8,510 rounded. to \$8,500. Opinion of market value \$8,500 is appropriate for the subject.

The value in the market depends on its relative attractiveness to prospective purchasers in comparison with other parcels.

The cost approach was considered and not developed. The cost approach is no considered necessary for credible assignment results, given the intended use of the appraisal.

The income approach was considered and not developed because it was not considered necessary for credible assignment results, given the intended use of the appraisal.

USPAP and standard practice require appraisers to research the market history for the subject property; no prior listing, sales or transfer of the subject property found within the past three years prior to the effective date of report.

The signature(s) affixed to this report and certification was applied by the original appraiser. This signature represents my acknowledgment of the facts, opinions and conclusions found in the report. I applied my own signature electronically and using a password encrypted method. Hence this signature has more safeguards and carries the same validity as the individual's hand signature. If the report has a hand applied signature, this comment does not apply.

## Legal Description

Borrower	N/A		
Property Address	300 Williams Ave		
City	Bisbee	County Cochise	State AZ Zip Code 85603
Lender/Client	Joseph B Scott		

PROJECT NO. 2025-095

DATE: OCTOBER 04, 2025

### LEGAL DESCRIPTION

#### RIGHT OF WAY TO ACQUIRE

THE SURFACE, TOGETHER WITH A DEPTH OF 40.00 FEET BENEATH THE SURFACE OF A PORTION OF THE RIGHT OF WAY OF WILLIAMS AVENUE WITHIN PRITCHARD-WILLIAMS ADDITION RECORDED IN BOOK 00 OF MAPS, PAGE 75, COCHISE COUNTY RECORDS, LOCATED IN SECTION 8, TOWNSHIP 23 SOUTH, RANGE 24 EAST, GILA AND SALT RIVER BASE AND MERIDIAN, COCHISE COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A NAIL AND TAG STAMPED "RLS 11281" MARKING THE SOUTH CORNER OF BLOCK 4 OF SAID PRITCHARD-WILLIAMS ADDITION, SAID POINT ALSO BEING THE SOUTH CORNER OF LOT 10 OF SAID BLOCK 4, FROM WHICH POINT A 1/2" REBAR WITH CAP STAMPED "RLS 22275" MARKING THE WEST CORNER OF SAID LOT 10 BEARS NORTH 49°36'32" WEST A DISTANCE OF 99.62 FEET;

THENCE NORTH 33°15'32" EAST A DISTANCE OF 132.08 FEET TO A 1/2" REBAR WITH ILLEGIBLE PLASTIC CAP MARKING THE EAST CORNER OF LOT 13 OF SAID BLOCK 4;

THENCE NORTH 32°49'07" EAST A DISTANCE OF 7.08 FEET TO A NAIL AND TAG STAMPED "RLS 11281" LOCATED ON THE SOUTHEAST LINE OF LOT 14 OF SAID BLOCK 4;

THENCE SOUTH 63°50'26" EAST A DISTANCE OF 30.16 FEET TO A 1/2" REBAR WITH CAP STAMPED "RLS 22275" LOCATED ON THE NORTHWEST LINE OF LOT 6, BLOCK 5, OF SAID PRITCHARD-WILLIAMS ADDITION;

THENCE SOUTH 33°20'08" WEST A DISTANCE OF 74.50 FEET TO A 1/2" REBAR WITH CAP STAMPED "RLS 22275" MARKING THE NORTH CORNER OF LOT 9 OF SAID BLOCK 5;

THENCE SOUTH 33°19'21" WEST A DISTANCE OF 72.12 FEET TO A 1/2" REBAR WITH PLASTIC CAP STAMPED "RLS 11281" MARKING THE WEST CORNER OF SAID BLOCK 5, SAID POINT ALSO BEING THE WEST CORNER OF LOT 10 OF SAID BLOCK 5;

THENCE NORTH 49°33'59" WEST A DISTANCE OF 29.93 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 4,255 SQUARE FEET, MORE OR LESS.



Borrower	N/A	File No.	2510219
Property Address	300 Williams Ave		
City	Bisbee	County	Cochise
Lender/Client	Joseph B Scott	State	AZ
		Zip Code	85603

**APPRAISAL AND REPORT IDENTIFICATION**

This Report is one of the following types:

- Appraisal Report (A written report prepared under Standards Rule 2-2(a) pursuant to the Scope of Work, as disclosed elsewhere in this report.)
- Restricted Appraisal Report (A written report prepared under Standards Rule 2-2(b) pursuant to the Scope of Work, as disclosed elsewhere in this report, restricted to the stated intended use only by the specialist cited and any other named intended user(s).)

**Comments on Standards Rule 2-3**

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- Unless otherwise indicated, I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).

**Reasonable Exposure Time**

(USPAP defines Exposure Time as the estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.)

My Opinion of Reasonable Exposure Time for the subject property at the market value stated in this report is: 30 - 270 Days

The estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; a retrospective opinion based on an analysis of past events assuming a competitive and open market. The appraisers have determined the subject property would have to be exposed for 30-270 days on the open market in order to have a market value of \$8,500 on the effective date of this appraisal.

**Comments on Appraisal and Report Identification**

Note any USPAP-related issues requiring disclosure and any state mandated requirements:

I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

**APPRAISER:**

Signature: 

Name: Steve McReynolds  
**Certified Residential Appraiser**

State Certification #: 20394  
 or State License #:

State: AZ Expiration Date of Certification or License: 04/30/2027

Date of Signature and Report: 10/23/2025  
 Effective Date of Appraisal: 10/14/2025

Inspection of Subject:  None  Interior and Exterior  Exterior-Only

Date of Inspection (if applicable): 10/14/2025

**SUPERVISORY or CO-APPRAISER (if applicable):**

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_

State Certification #  
 or State License # \_\_\_\_\_

State: \_\_\_\_\_ Expiration Date of Certification or License: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Inspection of Subject:  None  Interior and Exterior  Exterior-Only

Date of Inspection (if applicable): \_\_\_\_\_

**ENVIRONMENTAL ADDENDUM**

**APPARENT\* HAZARDOUS SUBSTANCES AND/OR DETRIMENTAL ENVIRONMENTAL CONDITIONS**

File # 2510219

Borrower	N/A				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ
Zip Code	85603				
Lender/Client	Joseph B Scott				

\*Apparent is defined as that which is visible, obvious, evident or manifest to the appraiser.

This Environmental Addendum is for use with any real estate appraisal. Only the statements which have been marked by the appraiser apply to the Subject property.

This addendum reports the results of the appraiser's routine viewing of and inquiries about the subject property and its surrounding area. It also states what assumptions were made about any observed evidence of any hazardous substances and/or detrimental environmental conditions. The appraiser is not an expert environmental inspector and therefore might be unaware of existing hazardous substances and/or detrimental environmental conditions which may have a negative effect on the safety or value of the property. It is possible that tests and inspections made by a qualified environmental inspector would reveal the existence of hazardous materials and/or detrimental environmental conditions on or around the property that would negatively affect its safety and value.

**DRINKING WATER**

- Drinking water is supplied to the subject from a municipal water supply which is considered safe. However, the only way to be absolutely certain that the water meets published standards is to have it tested at all discharge points.
- Drinking water is supplied by a well or other non-municipal source. It is recommended that tests be made to be certain that the property is supplied with adequate drinking water.
- Lead can get into drinking water from its source, the pipes, at all discharge points, plumbing fixtures and/or appliances. The only way to be certain that water does not contain an unacceptable lead level is to have it tested at all discharge points.
- The opinion of value is based on the assumption that there is an adequate supply of safe, lead-free drinking water.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SEWER SYSTEM**

- Sewage is removed from the property by a municipal sewer system.
- Sewage is disposed of by a septic system or other sanitary on-site waste disposal system. The only way to determine that the disposal system is adequate and in good working condition is to have it inspected by a qualified inspector.
- The opinion of value is based on the assumption that the sewage is disposed of by a municipal sewer or an adequate properly permitted alternate treatment system in good condition.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SOIL CONTAMINANTS**

- There are no apparent signs of soil contaminants on or near the subject property (except as stated in Comments, below). It is possible that research, inspection and testing by a qualified environmental inspector would reveal existing and/or potential hazardous substances and/or detrimental environmental conditions on or around the property that would negatively affect its safety and value.
- The opinion of value is based on the assumption that the subject property is free of soil contaminants.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**ASBESTOS**

- All or part of the improvements were constructed before 1979 when asbestos was a common building material. The only way to be certain that the property is free of friable and non-friable asbestos is to have it inspected and tested by a qualified asbestos inspector.
- The improvements were constructed after 1979. No apparent friable asbestos was observed (except as stated in Comments, below).
- The opinion of value is based on the assumption that there is no uncontained friable asbestos or other hazardous asbestos material on the property.

Comments: Land Only  
 \_\_\_\_\_  
 \_\_\_\_\_

**PCBs (POLYCHLORINATED BIPHENYLS)**

- There were no apparent leaking fluorescent light ballasts, capacitors or transformers anywhere on or nearby the property (except as stated in Comments, below).
- There was no apparent visible or documented evidence known to the appraiser of soil or groundwater contamination from PCBs anywhere on the property (except as reported in Comments below).
- The opinion of value is based on the assumption that there are no uncontained PCBs on or nearby the property.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**RADON**

- The appraiser is not aware of any radon tests made on the subject property within the past 12 months (except as stated in Comments, below).
- The appraiser is not aware of any indication that the local water supplies have been found to have elevated levels of radon or radium.
- The appraiser is not aware of any nearby properties (except as stated in Comments, below) that were or currently are used for uranium, thorium or radium extraction or phosphate processing.
- The opinion of value is based on the assumption that the Radon level is at or below EPA recommended levels.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

USTs (UNDERGROUND STORAGE TANKS)

- There is no **apparent** visible or documented evidence known to the appraiser of any USTs on the property nor any known historical use of the property that would likely have had USTs.
- There are no **apparent** petroleum storage and/or delivery facilities (including gasoline stations or chemical manufacturing plants) located on adjacent properties (except as reported in Comments below).
- There are **apparent** signs of USTs existing now or in the past on the subject property. It is recommended that an inspection by a qualified UST inspector be obtained to determine the location of any USTs together with their condition and proper registration if they are active, and if they are inactive, to determine whether they were deactivated in accordance with sound industry practices.
- The opinion of value is based on the assumption that any functioning USTs are not leaking and are properly registered and that any abandoned USTs are free from contamination and were properly drained, filled and sealed.

Comments: \_\_\_\_\_

NEARBY HAZARDOUS WASTE SITES

- There are no **apparent** hazardous waste sites on the subject property or nearby the subject property (except as stated in Comments, below). Hazardous Waste Site search by a trained environmental engineer may determine that there is one or more hazardous waste sites on or in the area of the subject property.
- The opinion of value is based on the assumption that there are no hazardous waste sites on or nearby the subject property that negatively affect the value or safety of the property.

Comments: \_\_\_\_\_

UREA FORMALDEHYDE INSULATION (UFFI)

- All or part of the improvements were constructed before 1982 when urea foam insulation was a common building material. The only way to be certain that the property is free of urea formaldehyde is to have it inspected by a qualified urea formaldehyde inspector.
- The improvements were constructed after 1982. No **apparent** urea formaldehyde materials were observed (except as stated in Comments, below).
- The opinion of value is based on the assumption that there is no significant UFFI insulation or other urea formaldehyde material on the property.

Comments: Land Only

LEAD BASED PAINT

- All or part of the improvements were constructed before 1978 when lead based paint was a common building material. There is no **apparent** visible or known documented evidence of peeling or flaking Lead Paint on the floors, walls or ceilings (except as stated in Comments, below). The only way to be certain that the property is free of surface or subsurface lead based paint is to have it inspected by a qualified inspector.
- The improvements were constructed after 1978. No **apparent** Lead Paint was observed (except as stated in Comments, below).
- The opinion of value is based on the assumption that there is no flaking or peeling Lead Paint on the property.

Comments: Land Only

AIR POLLUTION

- There are no **apparent** signs of air pollution at the time of the appraiser's viewing of the subject property, nor were any reported (except as reported in Comments, below). The only way to be certain that the air is free of pollution is to have it tested.
- The opinion of value is based on the assumption that the property is free of air pollution.

Comments: \_\_\_\_\_

WETLANDS/FLOOD PLAINS

- The site does not contain any **apparent** wetlands/flood plains (except as stated in Comments, below). The only way to be certain that the site is free of wetlands/flood plains is to have it inspected by a qualified environmental professional.
- The opinion of value is based on the assumption that there are no Wetlands/Flood Plains on the property (except as stated in Comments, below).

Comments: \_\_\_\_\_

MISCELLANEOUS ENVIRONMENTAL HAZARDS

- There are no other **apparent** hazardous substances and/or detrimental environmental conditions on or in the area of the site except as indicated below:
  - Emission noise \_\_\_\_\_
  - Radiation and/or electromagnetic radiation \_\_\_\_\_
  - Light pollution \_\_\_\_\_
  - Waste heat \_\_\_\_\_
  - Acid mine drainage \_\_\_\_\_
  - Agricultural pollution \_\_\_\_\_
  - Geological hazards \_\_\_\_\_
  - Nearby hazardous property \_\_\_\_\_
  - Infectious medical wastes \_\_\_\_\_
  - Pesticides \_\_\_\_\_
  - Other (chemical storage, drums, pipelines, etc.) \_\_\_\_\_

- The opinion of value is based on the assumption that, except as reported above, there are no other environmental hazards that would negatively affect the value of the subject property.

When any of the environmental assumptions made in this addendum are not correct, the opinion of value in this appraisal may be affected.

## Assumptions and Limiting Conditions

Form # 2510219

This appraisal report is subject to the following scope of work, intended use, intended user, definition of market value, statement of assumptions and limiting conditions, and certifications. The appraiser may expand the scope of work to include any additional research or analysis necessary based on the complexity of this appraisal assignment.

**SCOPE OF WORK:** The scope of work for this appraisal is defined by the complexity of this appraisal assignment and the reporting requirements of this appraisal assignment, including the following definition of market value, statement of assumptions and limiting conditions, and certifications. The appraiser must, at a minimum: (1) perform a complete visual inspection of the subject property, (2) inspect the neighborhood, (3) inspect each of the comparable sales from at least the street, (4) research, verify, and analyze data from reliable public and/or private sources, and (5) report his or her analysis, opinions, and conclusions in this appraisal report.

**INTENDED USE:** The intended use of this appraisal report is for the lender/client to evaluate the property that is the subject of this appraisal for a mortgage finance transaction.

**INTENDED USER:** The intended user of this appraisal report is the lender/client.

**DEFINITION OF MARKET VALUE:** The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he or she considers his or her own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U. S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions\* granted by anyone associated with the sale.

\*Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgment.

**STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS:** The appraiser's certification in this report is subject to the following assumptions and limiting conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it, except for information that he or she became aware of during the research involved in performing this appraisal. The appraiser assumes that the title is good and marketable and will not render any opinions about the title.
2. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in this appraisal report whether any portion of the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
3. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand, or as otherwise required by law.
4. The appraiser has noted in this appraisal report any adverse conditions (such as the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the research involved in performing this appraisal. Unless otherwise stated in this appraisal report, the appraiser has no knowledge of any hidden or unapparent deficiencies or adverse conditions of the property (such as, but not limited to, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) that would make the property less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, this appraisal report must not be considered as an environmental assessment of the property.
5. If the appraiser has based his or her appraisal report and valuation conclusion for an appraisal subject to certain conditions, it is assumed that the conditions will be met in a satisfactory manner.

## Certifications

FD-2510219

**APPRAISER'S CERTIFICATION:** The Appraiser certifies and agrees that:

1. I have, at a minimum, developed and reported this appraisal in accordance with the scope of work requirements stated in this appraisal report.
2. I performed a complete visual inspection of the subject property. I reported the site characteristics in factual, specific terms.
3. I performed this appraisal in accordance with the requirements of the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
4. I developed my opinion of the market value of the real property that is the subject of this report based on the sales comparison approach to value. I have adequate comparable market data to develop a reliable sales comparison approach for this appraisal assignment.
5. I researched, verified, analyzed, and reported on any current agreement for sale for the subject property, any offering for sale of the subject property in the twelve months prior to the effective date of this appraisal, and the prior sales of the subject property for a minimum of three years prior to the effective date of this appraisal, unless otherwise indicated in this report.
6. I researched, verified, analyzed, and reported on the prior sales of the comparable sales for a minimum of one year prior to the date of sale of the comparable sale, unless otherwise indicated in this report.
7. I selected and used comparable sales that are locationally, physically, and functionally the most similar to the subject property.
8. I have reported adjustments to the comparable sales that reflect the market's reaction to the differences between the subject property and the comparable sales.
9. I verified, from a disinterested source, all information in this report that was provided by parties who have a financial interest in the sale or financing of the subject property.
10. I have knowledge and experience in appraising this type of property in this market area.
11. I am aware of, and have access to, the necessary and appropriate public and private data sources, such as multiple listing services, tax assessment records, public land records and other such data sources for the area in which the property is located.
12. I obtained the information, estimates, and opinions furnished by other parties and expressed in this appraisal report from reliable sources that I believe to be true and correct.
13. I have taken into consideration the factors that have an impact on value with respect to the subject neighborhood, subject property, and the proximity of the subject property to adverse influences in the development of my opinion of market value. I have noted in this appraisal report any adverse conditions (such as, but not limited to, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) observed during the inspection of the subject property or that I became aware of during the research involved in performing this appraisal. I have considered these adverse conditions in my analysis of the property value, and have reported on the effect of the conditions on the value and marketability of the subject property.
14. I have not knowingly withheld any significant information from this appraisal report and, to the best of my knowledge, all statements and information in this appraisal report are true and correct.
15. I stated in this appraisal report my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the assumptions and limiting conditions in this appraisal report.
16. I have no present or prospective interest in the property that is the subject of this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or opinion of market value in this appraisal report on the race, color, religion, sex, age, marital status, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property or on any other basis prohibited by law.
17. My employment and/or compensation for performing this appraisal or any future or anticipated appraisals was not conditioned on any agreement or understanding, written or otherwise, that I would report (or present analysis supporting) a predetermined specific value, a predetermined minimum value, a range or direction in value, a value that favors the cause of any party, or the attainment of a specific result or occurrence of a specific subsequent event (such as approval of a pending mortgage loan application).
18. I personally prepared all conclusions and opinions about the real estate that were set forth in this appraisal report. If I relied on significant real property appraisal assistance from any individual or individuals in the performance of this appraisal or the preparation of this appraisal report, I have named such individual(s) and disclosed the specific tasks performed in this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in this appraisal report; therefore, any change made to this appraisal is unauthorized and I will take no responsibility for it.
19. I identified the lender/client in this appraisal report who is the individual, organization, or agent for the organization that ordered and will receive this appraisal report.

**Certifications**

Pb # 2510219

20. The lender/client may disclose or distribute this appraisal report to: the borrower; another lender at the request of the borrower; the mortgagee or its successors and assigns; mortgage insurers; government sponsored enterprises; other secondary market participants; data collection or reporting services; professional appraisal organizations; any department agency, or instrumentality of the United States; and any state, the District of Columbia, or other jurisdictions; without having to obtain the appraiser's or supervisory appraiser's (if applicable) consent. Such consent must be obtained before this appraisal report may be disclosed or distributed to any other party (including, but not limited to, the public through advertising, public relations, news, sales, or other media).

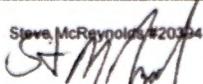
21. I am aware that any disclosure or distribution of this appraisal report by me or the lender/client may be subject to certain laws and regulations. Further, I am also subject to the provisions of the Uniform Standards of Professional Appraisal Practice that pertain to disclosure or distribution by me.

22. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature", as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

23. Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

**SUPERVISORY APPRAISER'S CERTIFICATION: The Supervisory Appraiser certifies and agrees that:**

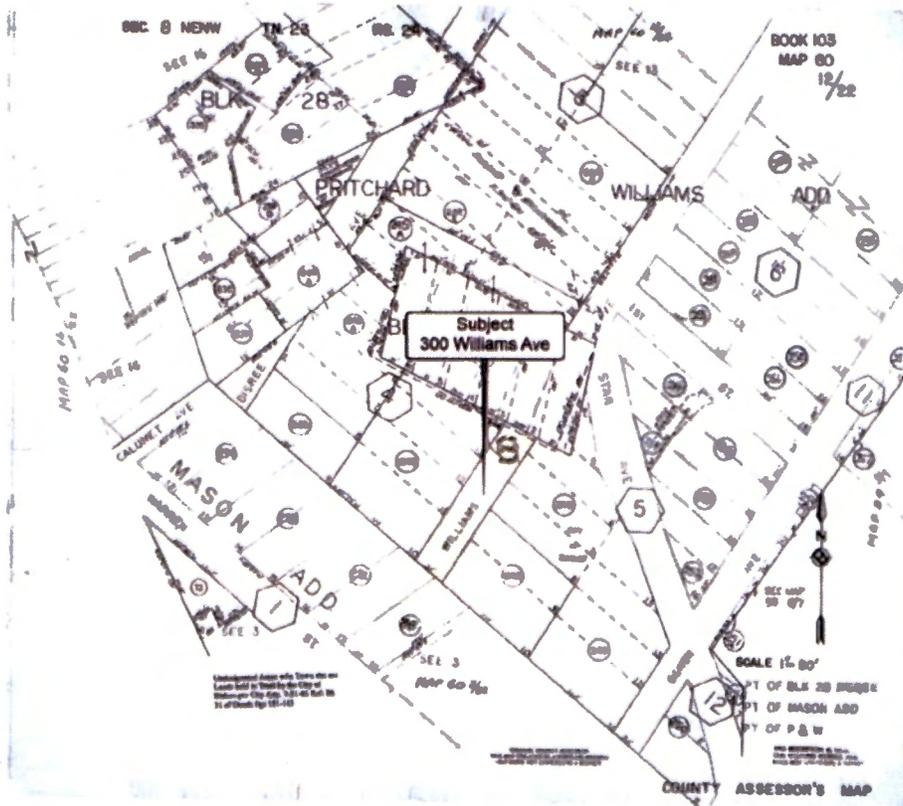
1. I directly supervised the appraiser for this appraisal assignment, have read the appraisal report, and agree with the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
2. I accept full responsibility for the contents of this appraisal report including, but not limited to, the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
3. The appraiser identified in this appraisal report is either a sub-contractor or an employee of the supervisory appraiser (or the appraisal firm), is qualified to perform this appraisal, and is acceptable to perform this appraisal under the applicable state law.
4. This appraisal report complies with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
5. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature", as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

<p><b>APPRAISER</b> <u>Steve McReynolds #20384</u></p> <p>Signature <u></u></p> <p>Name <u>Steve McReynolds</u></p> <p>Company Name <u>Cochise Appraisal Service, LLP</u></p> <p>Company Address <u>P.O. Box 2952</u> <u>Sierra Vista, AZ 85636-4110</u></p> <p>Telephone Number <u>520-459-3255</u></p> <p>Email Address <u>office@cochiseappraisal.com</u></p> <p>Date of Signature and Report <u>10/23/2025</u></p> <p>Effective Date of Appraisal <u>10/14/2025</u></p> <p>State Certification # <u>20384</u></p> <p>or State License # _____</p> <p>or Other (describe) _____ State # _____</p> <p>State <u>AZ</u></p> <p>Expiration Date of Certification or License <u>04/30/2027</u></p> <p><b>ADDRESS OF PROPERTY APPRAISED</b></p> <p><u>300 Williams Ave</u> <u>Bisbee, AZ 85603</u></p> <p>APPRAISED VALUE OF SUBJECT PROPERTY \$ <u>\$8,500</u></p> <p><b>LENDER/CLIENT</b></p> <p>Name <u>Joseph B Scott</u></p> <p>Company Name _____</p> <p>Company Address _____</p> <p>Email Address <u>[REDACTED]</u></p>	<p><b>SUPERVISORY APPRAISER (ONLY IF REQUIRED)</b></p> <p>Signature _____</p> <p>Name _____</p> <p>Company Name _____</p> <p>Company Address _____</p> <p>Telephone Number _____</p> <p>Email Address _____</p> <p>Date of Signature _____</p> <p>State Certification # _____</p> <p>or State License # _____</p> <p>State _____</p> <p>Expiration Date of Certification or License _____</p> <p><b>SUBJECT PROPERTY</b></p> <p><input type="radio"/> Did not inspect subject property</p> <p><input type="radio"/> Did inspect exterior of subject property from street</p> <p>Date of Inspection _____</p> <p><input type="radio"/> Did inspect interior and exterior of subject property</p> <p>Date of Inspection _____</p> <p><b>COMPARABLE SALES</b></p> <p><input type="radio"/> Did not inspect exterior of comparable sales from street</p> <p><input type="radio"/> Did inspect exterior of comparable sales from street</p> <p>Date of Inspection _____</p>
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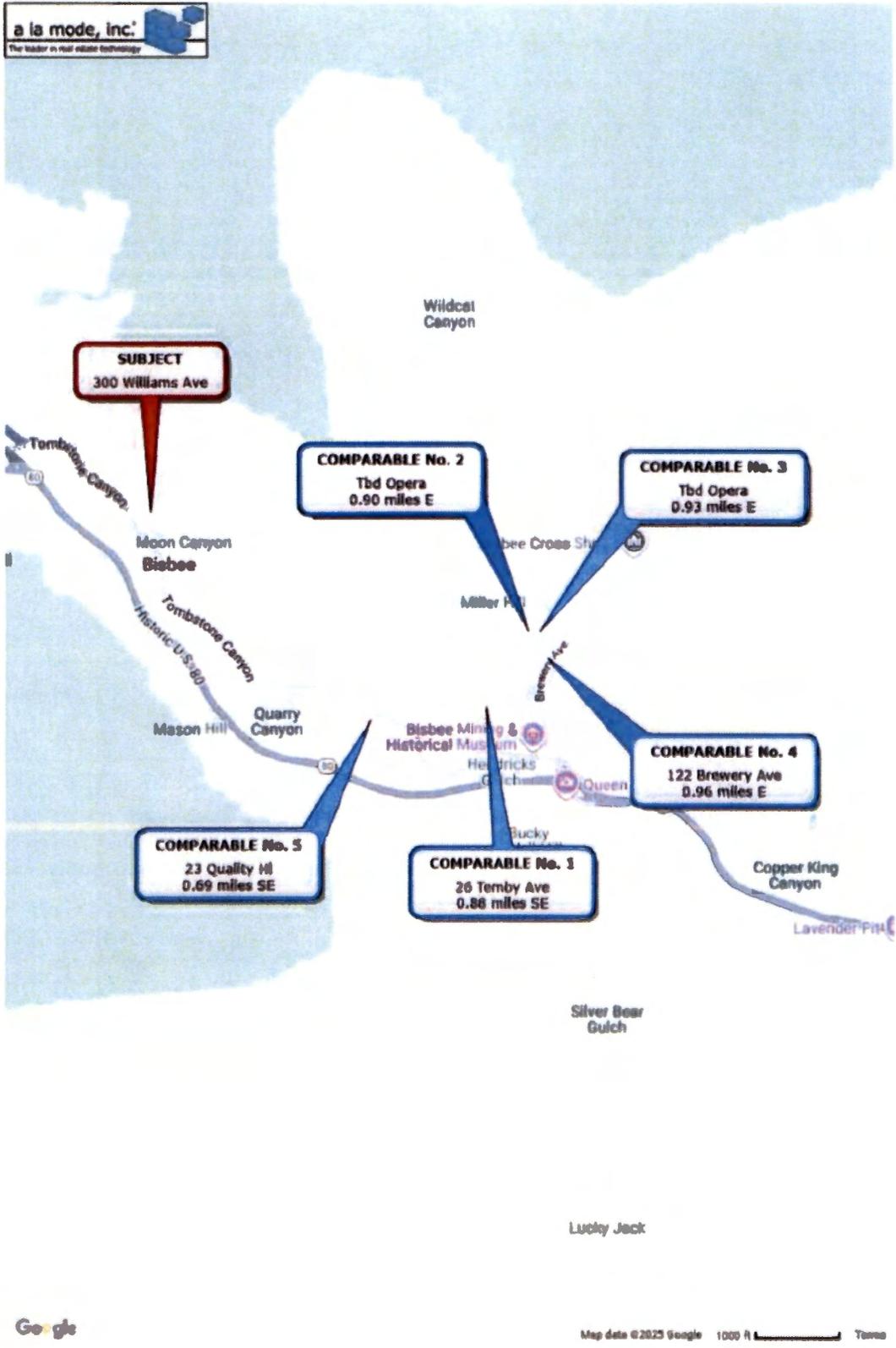
### Plat Map

Borrower	N/A		
Property Address	300 Williams Ave		
City	Bisbee	County Cochise	State AZ Zip Code 85603
Lender/Client	Joseph B. Scott		



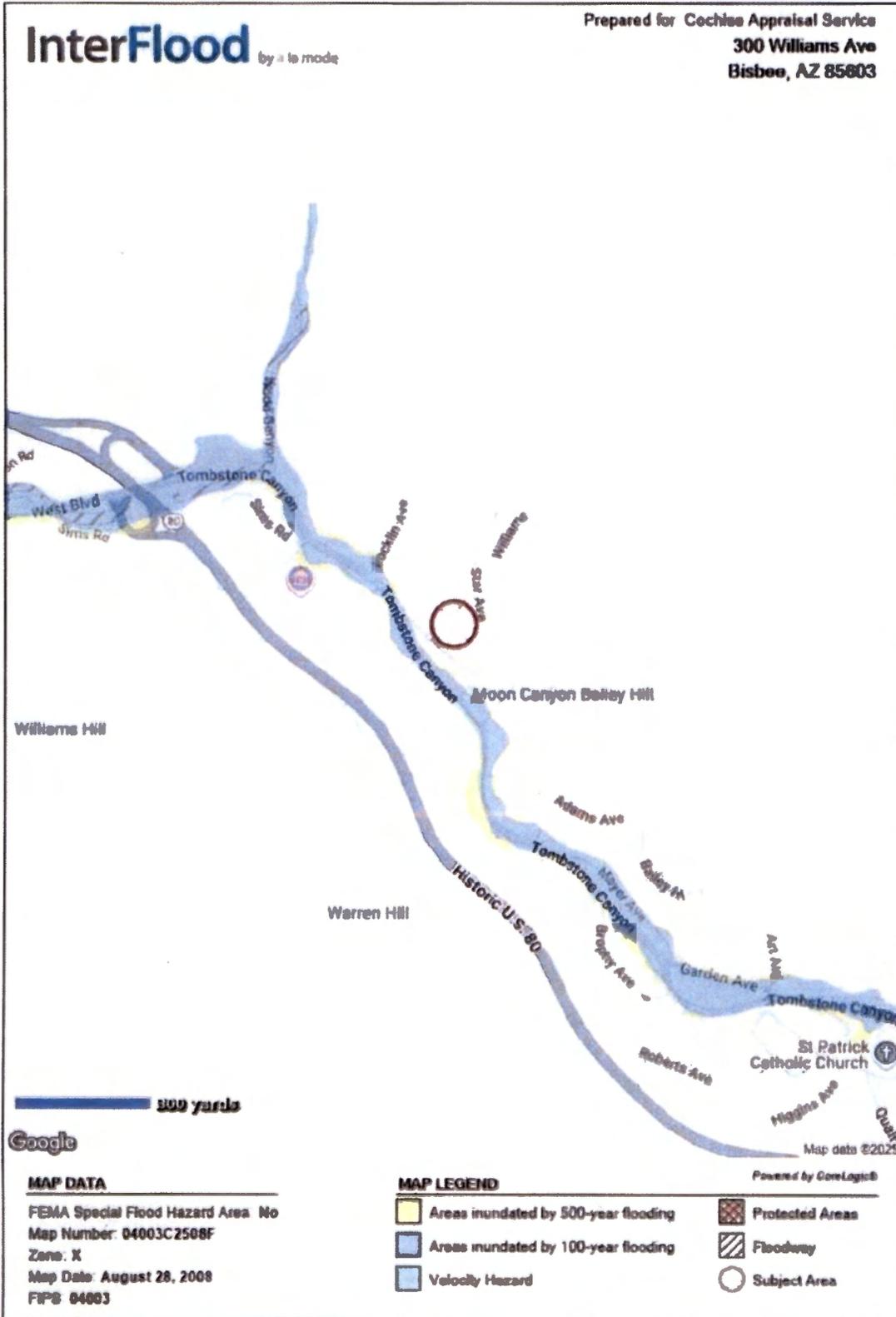
## Location Map

Borrower	N/A				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ
Zip Code	85603				
Lender/Client	Joseph B Scott				



# Flood Map

Borrower	N/A				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ
Zip Code	85603				
Lender/Client	Joseph B Scott				



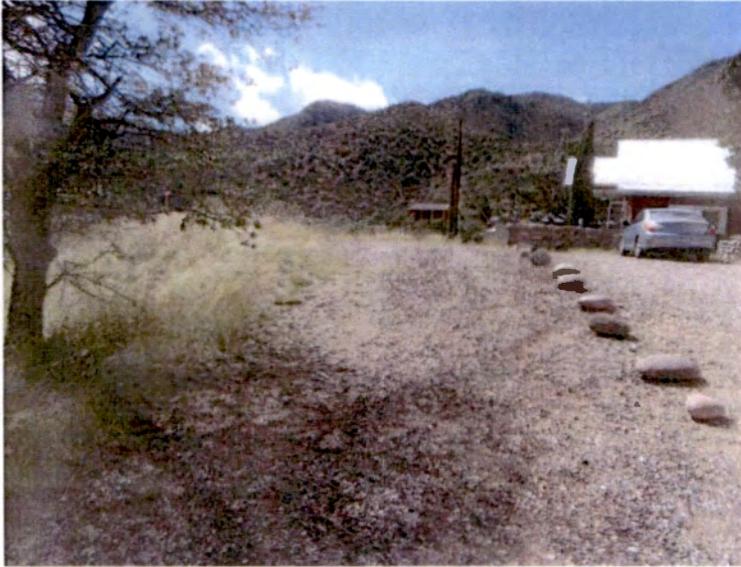
### Aerial Map

Borrower	N/A					
Property Address	300 Williams Ave					
City	County	Cochise	State	AZ	Zip Code	85603
Lender/Client	Joseph B Scott					



## Subject Photo Page

Borrower	N/A						
Property Address	300 Williams Ave						
City	Bisbee	County	Cochise	State	AZ	Zip Code	85603
Lender/Client	Joseph B Scott						



### Subject Front

300 Williams Ave  
Sales Price  
G.L.A.  
Tot. Rooms  
Tot. Bedrms.  
Tot. Bathrms.  
Location Old Bisbee  
View Non Buildable  
Site  
Quality  
Age



### Subject Rear



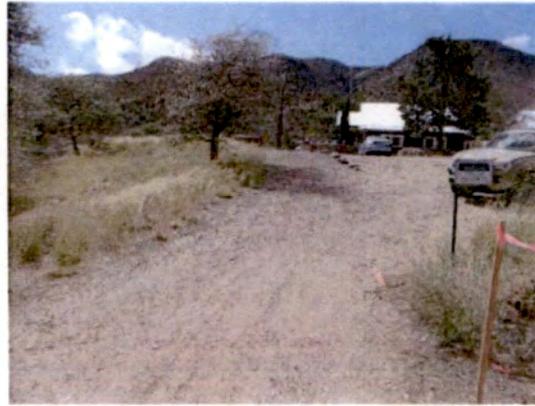
### Subject Street

### Subject Photos

Borrower	N/A						
Property Address	300 Williams Ave						
City	Bisbee	County	Cochise	State	AZ	Zip Code	85603
Lender/Cient	Joseph B Scott						



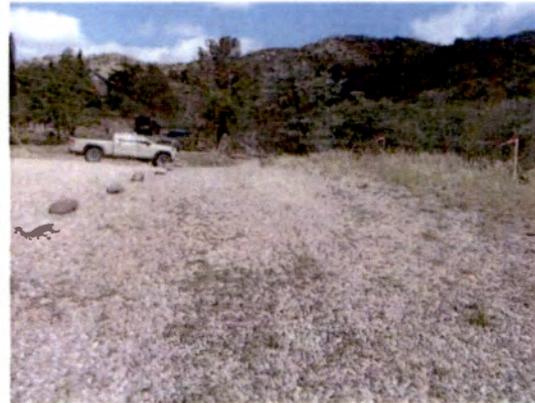
**Additional Front View**



**Additional Front View**



**Additional Rear View**



**Additional Rear View**



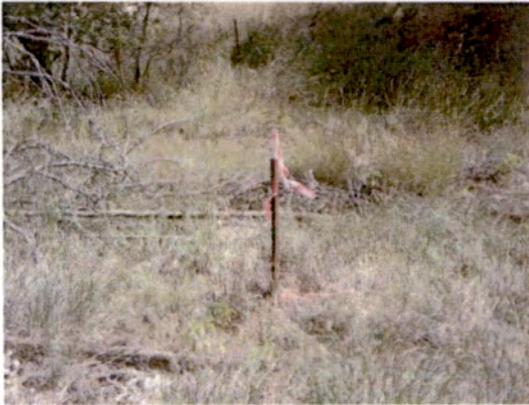
**Northeast Corner**



**Northwest Corner**

### Subject Photos

Borrower	N/A						
Property Address	300 Williams Ave						
City	Bisbee	County	Cochise	State	AZ	Zip Code	85603
Lender/Client	Joseph B Scott						



**Southeast Corner**



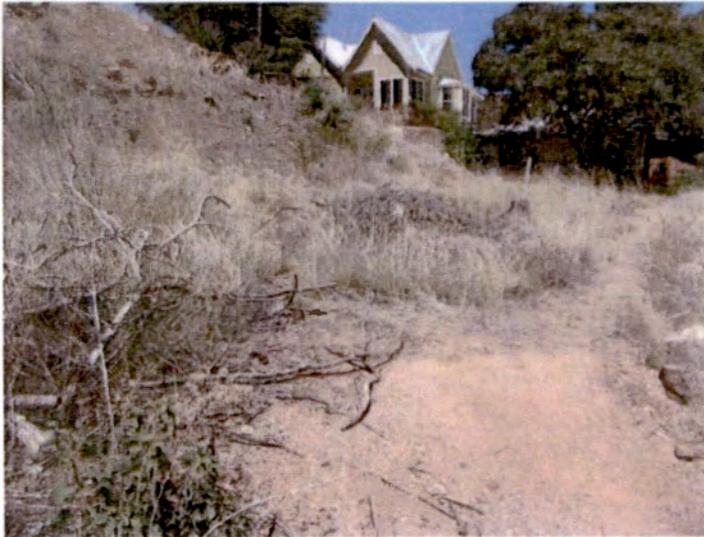
**Southwest Corner**



**Alternate Street View**

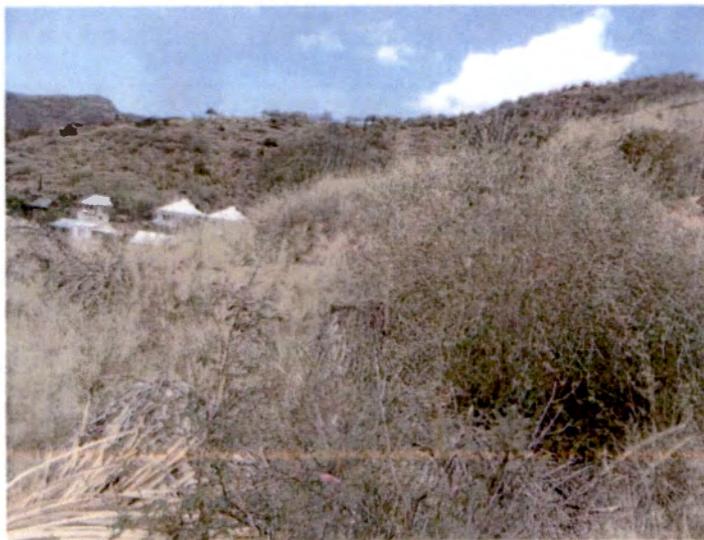
## Comparable Photo Page

Borrower	WA				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ
Lender/Client	Joseph B Scott	Zip Code	85603		



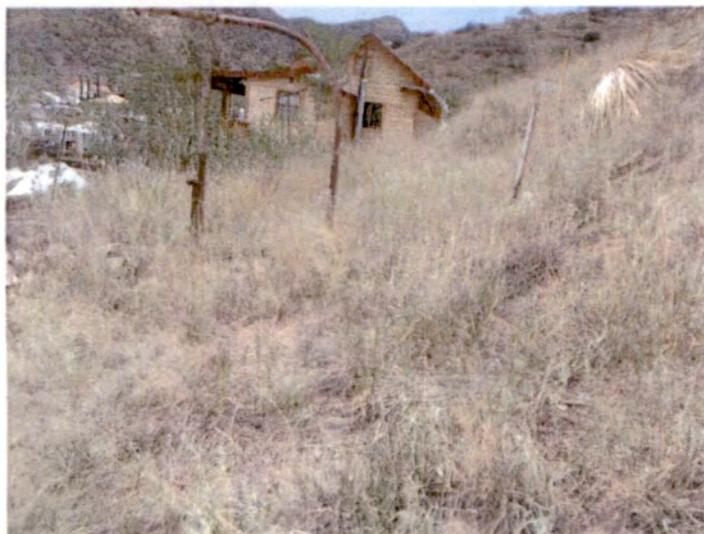
### Comparable 1

26 Tamby Ave  
 Prox. to Subject 0.88 miles SE  
 Sale Price 4,500  
 Location Residential  
 View Non Buildable



### Comparable 2

Tbd Opera  
 Prox. to Subject 0.90 miles E  
 Sale Price 4,000  
 Location Residential  
 View Non Buildable



### Comparable 3

Tbd Opera  
 Prox. to Subject 0.93 miles E  
 Sale Price 4,000  
 Location Residential  
 View Non Buildable

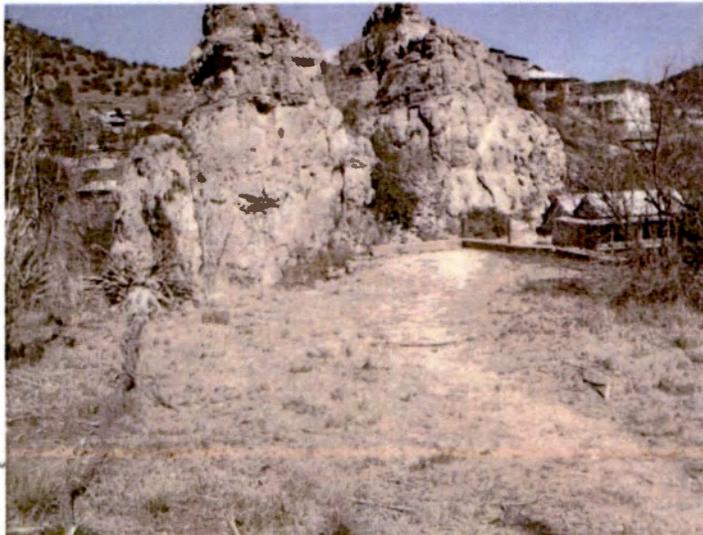
### Comparable Photo Page

Borrower	N/A				
Property Address	300 Williams Ave				
City	Bisbee	County	Cochise	State	AZ Zip Code 85603
Lender/Client	Joseph B Scott				



#### Comparable 4

122 Brewery Ave  
Prox. to Subject 0.96 miles E  
Sale Price 35,000  
Location Old Bisbee  
View Res;Mtns



#### Comparable 5

23 Quality HI  
Prox. to Subject 0.69 miles SE  
Sale Price 22,000  
Location Old Bisbee  
View Res;Mtns

## Appraiser License

Borrower	N/A		
Property Address	300 Williams Ave		
City	Bisbee	County Cochise	State AZ Zip Code 85603
Lender/Client	Joseph B Scott		

### ARIZONA FINANCIAL ENTERPRISE CREDENTIAL CERTIFICATE

No. CRA-30304

**STEVE A. MCREYNOLDS**

CREDENTIAL TYPE	ISSUE DATE	EFFECTIVE DATE	EXPIRATION DATE
Certified Residential Appraiser	April 17, 1992	May 1, 2025	April 30, 2027



This certificate was printed on April 3, 2025 and will remain in effect until a change request has been approved by the Department or the credential is surrendered, suspended, revoked or expired.

Arizona Department of Insurance and Financial Institutions  
 dfi.az.gov  
 100 N 15th Ave, Suite 261  
 Phoenix, AZ 85007-2630



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

**DATE ACTION SUBMITTED:** January 26, 2026

**REGULAR**                       **CONSENT**

**TYPE OF ACTION:**

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

**SUBJECT: PUBLIC HEARING WITH DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION R-26-03 SUPPORTING THE BISBEE BUS TRANSIT PROGRAM AND THE APPLICATION FOR FUNDS TO OPERATE THE BISBEE TRANSIT/BUS SYSTEM**

**FROM:**            **Melanie Greene, Interim Transit Manager**

**RECOMMENDATION:**            **Approve Resolution R-26-03 supporting the Bisbee Bus Transit Program and the application for funds to operate the Bisbee Bus for the 26-27 federal fiscal year.**

**PROPOSED MOTION:**            **I move to approve Resolution R-26-03 in support of the Bisbee Bus Transit Program and its continued administration and operation through various grant applications to the Arizona Department of Transportation, accepting grant funding and providing match if awarded, and authorizing the Mayor to sign all applications and grant contracts and accepting all awards.**

---

**DISCUSSION:** Each year, the City must apply for funds from the Arizona Department of Transportation (ADOT) for its share of federal funds used to operate the Bisbee Bus Transit program. This program provides transportation via a flex route system throughout Bisbee and Naco six days per week. In order to apply for these funds, the City Council must provide documentation of its support for the program annually and authorize the Mayor to sign the application and accept any awards.

---

**FISCAL IMPACT:**            **0**

**DEPARTMENT LINE ITEM ACCOUNT:**            **96-30-50050 & 96-30-50060**

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

**Prepared by:**            *Melanie Greene*  
**Melanie Greene, Interim  
Transit Manager, SEAGO**

**Reviewed by:**            *Ashlee Coronado*  
**Ashlee Coronado,  
Interim City Manager**

**RESOLUTION R-26-03**

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, SUPPPORTING THE CONTINUED ADMINISTRATION AND OPERATION OF THE BISBEE BUS TRANSIT PROGRAM AND AN APPLICATION TO THE ARIZONA, DEPARTMENT OF TRANSPORTATION FOR SECTION 5311 RURAL PUBLIC TRANSPORTATION PROGRAM FUNDS TO PROVIDE PUBLIC TRANSPORTATION SERVICES VIA THE CITY OF BISBEE BUS.

**WHREAS**, it is the mutual desire of the City of Bisbee and the State of Arizona to provide citizens in the region with all necessary means and opportunity to participate in public transportation; and

**WHEREAS**, the City of Bisbee supports the ongoing administration and operation of its Bisbee Bus Transportation program;

**WHEREAS**, The City of Bisbee has the requisite Title VI Civil Rights, ADA, DBE, Substance Abuse and Drug Free Workplace policies, and is committed to providing the necessary matching funds; and

**WHEREAS**, the City of Bisbee wishes to receive all sources of revenue available to support transit opportunities for citizens in the region;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the City of Bisbee, Arizona support the continued operation of the Bisbee Bus Transportation program and authorize the Mayor to sign all applications and to accept on behalf of the /city all awards and grants made to the City in connection with such applications.

**PASSED, APPROVED AND ADOPTED** by the Mayor and Council of the City of Bisbee, Arizona, County of Cochise, State of Arizona, this 3<sup>rd</sup> day of February 2026.

**APPROVED:**

\_\_\_\_\_  
Ken Budge, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Joseph D. Estes, City Attorney

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Information**

**1. Program Contact Information**

Agency Name: Bisbee, City of  
Primary Contact Person's Name: Matthew Gurney  
Title: Public Wks Dir/Program/Grants Administrator  
Transit Agency Address, City, Zip: 118 Arizona St  
Bisbee, Arizona 85603-4601  
Contact Office Phone: (520) 432-6002  
Contact Cell Phone or alternative phone (if applicable) : (520) 346-1099  
Contact Email: mgurney@bisbeeaz.gov  
Agency Website Address: www.bisbeeaz.gov

**Secondary Contact (if applicable)**

Name: Lorena Valdez  
Title: Transit Coordinator  
Contact Office Phone: (520) 432-6002  
Contact Cell Phone or alternative phone (if applicable):  
Contact Email: lvaldez@bisbeeaz.gov

2. Is this a joint application (multiple agencies)? Yes  No \*

2a. Please list all the local agency(ies) jointly applying.

3. Application Category: Continuing 5311

**Organization**

4. 5311 Public Transit services are required to be open to the general public. Does your transit service meet this criteria?  Yes  No \*

5. In what department will your transit program be located? Community Development/Public Works

6. Describe your Transit Advisory Committee (TAC) memberships and the members' positions in your community.

Our TAC currently consists of seven members, one senior citizen community member, one business owner, one regular Bisbee Bus rider, one SEAGO member, two members from the City of Douglas Transit System/Douglas Rides, our Contractor, a City Council Liaison, and the Public Works Director/Bisbee Bus Grants Administrator. TAC Members develop and approve the transit program's five-year plan, make recommendations to Bisbee's City Council and staff regarding transit operations, improvements, and funding priorities. While the Transit Manager facilitates TAC meetings, the members review all materials, discuss various program services and options, and advise the Transit Manager in implementing program goals. The TAC meetings are held quarterly and publicly noticed per City of

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Information**

Bisbee public notice protocols.

- 6a. Are you sending your TAC agendas or minutes to your ADOT program manager at least quarterly? Yes
- 6b. What is the date of your last transmittal? 12/2/2025
- 6c. Please provide a copy of a recent TAC agenda.  
[https://egrants.azdot.gov/\\_Upload/63672\\_12001058-ActionAgendaTACmeetingandminutes12-2-2025.pdf](https://egrants.azdot.gov/_Upload/63672_12001058-ActionAgendaTACmeetingandminutes12-2-2025.pdf)

**COORDINATION OF SERVICE**

This section provides an opportunity to document your attempts to coordinate with other agencies, e.g.: DES, Department of Human Services, Senior Centers, One-Stop Centers for employment assistance, training programs and/or other transportation operators in the service area (including 5310 providers).

7. Is your system included in a Regional Transportation Coordination Plan?  Yes  No \*
8. Please explain your coordination efforts:

Bisbee Bus is an active participant in the Cochise County Human Services Transportation Coordination Council which meets bi-monthly under the direction of the SEAGO region Mobility Manager. The City is also a participant in the four-county regional Transportation Coordination Council.

In addition to active participation in the development of the Southeastern Arizona Regional Transportation Coordination Plan, Bisbee Bus works closely with other members to address issues that result in greater efficiencies, broader access to transportation, and shared resources.

To that end, Bisbee Bus also works with the Department of Child Safety, Cochise Harm Reduction, the County Jail, and Healthy Bisbee for monthly passes; works with AAA to offer special rates and free ridership for our senior and disabled population; has an Inter-Governmental Agreement with Sierra Vista Transit for maintenance service back up; participates in the SEAGO coordinated training program; coordinates with the City of Douglas' Douglas Rides to connect the Bisbee Bus with Douglas four days per week and to provide backup drivers and vehicles on an as needed bases.

The Bisbee Bus also connects with Cochise Connections coming from Douglas and going on to Sierra Vista through Palominas. Cochise Connections provides rides to city and county residents needing to reach the County's urban center and adjacent shopping, health care and education centers. Cochise Connections originates at the Douglas port of entry then to Douglas Visitor/Transit Center which connects residents with Cochise College Douglas, Bisbee's Bus system, Canyon Vista Medical Center, Cochise College Sierra Vista, and the Vista Transit center Monday through Saturday.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Information**

**FUNDING REQUESTS**

9. Please check the box next to the types of funding requested in this application. Questions will follow in other portions of the application depending on your selection. If you requested a vehicle or rehabilitation in the last application, but not this year, please first go to the vehicle page and delete the vehicle request before unselecting Capital Funds.

- ✓ Administrative Funds
- ✓ Operating Funds
- ✓ Capital Funds
- Intercity Funds
- Planning Funds
- Other Please Explain:

- 9a. Please identify the type of capital needed by checking all capital types requested in this application.

For Vehicle Requests, additional questions will show on the Vehicles page. Provide additional information for all other capital requests on the Other Capital Request page which will only appear if other capital is requested. If you requested a vehicle or rehabilitation in the last application, but not this year, please first go to the vehicle page and delete the vehicle request before unselecting Vehicle or Vehicle Rehabilitation.

- ✓ Vehicle (Revenue Rolling Stock)
- Vehicle Rehabilitation
- ✓ Other Capital Requests

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Management**

**FINANCIAL MANAGEMENT**

**This section explores the internal controls and processes/procedures that your agency has in place and preparation/experience in managing a federal grant.**

1. Briefly describe your organization's budgeting process.

The City of Bisbee's budgeting process begins on February 1st for a fiscal year of July through June. The worksheets are sent to the Department Heads and are due by the last day in February. Reviews of the budgets are held in March and April with final changes due at the end of April.

Budget work sessions are held in May with the adopted tentative budget due by the third week in May for publication in May and June. A public hearing on the budget and Council vote for final budget are held on the second Council Meeting in June.

The City of Bisbee's Transit Manager and Public Works Director work with the operations contractor to determine the draft budget for the Bisbee Bus. After a draft budget is created, it is then reviewed by the City Manager and the Finance Department. The Bisbee Bus reviews the budget in a public hearing for comment and suggestions. The City Council approves the final budget.

2. Describe your procurement process for purchasing operating supplies, services, and capital items such as vehicles. Please include thresholds for purchasing. (Refer to 5311 Guidebook for procurement threshold.)

The Operating, Services, and Capital procurement process for the City of Bisbee Transit meets or exceeds all ADOT and FTA regulations

A. Formal sealed bids are required for the purchase of materials, supplies, equipment and other property with an estimated cost of \$10,000 or more. This process shall also be used for the purchase of those professional services with a cost that will equal or exceed this amount and for which there is no other authorized or required procedure.

B. Informal quotations may be used for the purchase of those materials, supplies, equipment and other property with an estimated cost of less than \$10,000

C. Direct solicitation may be used for the purchase of materials, supplies, equipment and other property with an estimated cost of less than \$5000.

D. Other procurement procedures, as described in chapter 3.5 of the City Code and as may be required by applicable state law, may be used for the procurement of certain professional services, for authorized sole source purchases, for emergency purchases, or for construction services.

E. Cooperative purchasing agreements may be used as a means of fulfilling these procurement requirements, provided that the participating agencies have conducted the solicitations for the subject property or services in a manner that fosters competition and results in the best available price for the City.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Management**

3. How is the budget monitored for the organization as a whole?

The City of Bisbee's budgets are monitored monthly by the City's Finance Department and the City Manager. Every expense must be paid through a payment request signed by the department head and the City Manager. Using the professional financial software, Cassel, each purchase invoice is allocated to the appropriate budget account according to rules in 2 CFR 200. Invoices are verified prior to payment and a schedule of payments is presented to the Council at each regular meeting for approval. Once payments are made, an Actual vs. Budget report is generated and analyzed. Departments are provided with Actual vs Budget reports on a monthly basis. Department heads then review reported budget status for accuracy and determines the courses of action needed to remain within budget.

4. How will the transit budget be monitored including revenues and expenditures?

The Transit budget revenue and expenses, including individual line items, are initially monitored by the Transit Manager and Public Works Director/Program/Grants Administrator, with assistance from the operations contractor. Additional oversight is provided by the Finance Department. The program budget is also reviewed and monitored for compliance with Federal accounting principles and practices by the Finance Department and the budget is subject to the City's annual independent audit.

The Bisbee Bus program expenses are reviewed by the Transit Manager and Public Works Director/Program/Grants Administrator for the City of Bisbee, approved for payment by the City Manager, with oversight provided by the Finance Department.

Fare Revenue income is managed using the Fares Accountability policies and implemented by the Transit Manager and Finance Department with oversight provided by the Public Works Director/Program/Grants Administrator. Reimbursement requests are generated by the Transit Manager and Finance Department with receipts provided to the Transit Manager and Public Works Director/Program/Grants Administrator.

ADOT staff reviews budgets and expense reimbursement requests to assure compliance with financial guidelines and budget limitations.

4a. Who will prepare and monitor the transit budget?

The transit budget is initially prepared by the Transit Manager, reviewed by the Public Works Director/Program/Grants Administrator, and the Finance Department. Prior to submitting an application, the previous year's budget is reviewed for appropriateness. New budgets are built around changes in the service and anticipated cost increases or decreases. The Transit Manager first works with the contractor to determine if changes in the service and anticipated cost increases or decreases are to be included in the new draft budget. Then the budget is reviewed for any adjustments by the City Manager and Finance Department. The budget is then approved as part of the City Budget by Mayor and Council.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Management**

The approved budget is then monitored by the Transit Manager and Public Works Director/Program/Grants Administrator and the City Finance Department. Monitoring of the approved budget, expenses and revenues is done in partnership with the Transit Manager, City of Bisbee Public Works Director and Transit Coordinator, Contractor, Finance Department, and the Arizona Department of Transportation.

Monthly monitoring of the budget, using budget vs. actuals, allows the Transit Manager to ensure that funds are being utilized properly, that resources are properly allocated, and reimbursement requests are accurate and timely.

- 4b. Describe your organization's experience in managing programs that include Federal funds and the associated requirements.

The City of Bisbee has been the recipient of numerous federal grants and has more than 50 years of experience managing these programs. Among the various grants the city has received are Arizona Department of Transportation grants for the 5311, 5339, 5310 Transit Services and road enhancements; USDOT, USDA and EPA grants for airport, wastewater and sewer projects; Department of Housing CDBG grants for public works projects; the Office of Homeland Security for Stone Garden; FEMA for Firefighter grants; and the US Department of Justice for RICO and various public safety programs.

Annual audits report compliance with Federal financial requirements.

- 4c. If you provide more than one mode of service, how do you track expenses based on mode?

The City of Bisbee provides one mode of service.

5. Do you have a current approved indirect cost allocation plan?      Yes     No \*

- 5a. What is your approved indirect cost rate?      0.00%

- 5b. Who is your cognizant agency for indirect cost rate?

- 5c. Dates of indirect cost rate approval or de minimis rate:

**Effective Date:**

**End Date:**

- 5d. In your cost allocation plan, did you elect to charge the de minimis rate of up to 15% of modified total direct costs?      No

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Management**

5e. Upload your current indirect cost allocation plan.

**MARKETING AND COMMUNICATION**

**Marketing your transit program to potential riders is a requirement of the grant. National RTAP has a marketing toolkit for rural transit agencies.**

6. Describe your agency's marketing plan.

The City of Bisbee uses the services of an ADOT approved marketing consultant to work with the TAC and Transit staff to develop a marketing plan that includes a branded design, a more user-friendly transit guide, map, and signage.

As part of its marketing efforts, the City provides awareness through dissemination of its transit guide, press releases, coordination and TAC meetings. Service organizations are notified of service changes and reminded of the availability of deviations from the fixed route for their clients who are unable to make their way to a bus stop.

Media outlets including the local paper, Bisbee Observer, a regional paper the Sierra Vista Herald/Bisbee Daily Review, the local radio station KBRP, the City Library, and many businesses and nonprofits carry and distribute our Transit Guides. The City utilizes social media to promote the bus.

In addition, the buses are wrapped in a branded design that is reflected on all transit materials. The wrap markets the service area and provides clear and significant graphic reminders for residents and visitors that the service is available. Bus stops are equipped with the branded logo and rider guide for easy access to schedules and routes.

7. Does your agency maintain a website page for transit?  Yes  No

7a. If yes, provide the URL / web address for the transit program.  
<http://www.bisbeeaz.gov/2331/Bisbee-Bus-Program>

8. How and when is information on proposed service or fare changes communicated to riders and the general public?

Proposed changes in service or fares are communicated to the public using accessible media including radio, print ads, social networking, social media, communications to human service providers via email, the HS Coordination Council and other means. Drivers provide information to riders. The public is invited to comment on proposed changes at the Transit Advisory Council Meetings or a public hearing at a

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Management**

regularly scheduled City Council meeting. Additionally, information on approved changes is provided in English and Spanish via bulletins, signage, flyers and new schedules. All changes in fees require Council approval and must be well published prior to the effective date. These and all other changes are provided to ADOT for approval and are noticed at least 30 days in advance.

9. Do you conduct a ridership survey of your passengers?  Yes  No

9a. If yes, when was your last survey conducted? 3/5/2025

9b. Please provide a copy of your last survey.

[https://egrants.azdot.gov/\\_Upload/63673\\_12000048-BisbeeBusonlinesurveydocumentwithQRcode2025surveytool.docx](https://egrants.azdot.gov/_Upload/63673_12000048-BisbeeBusonlinesurveydocumentwithQRcode2025surveytool.docx)

9c. Provide a summary of responses you received.

The survey was published online as well as conducted on the bus during operating hours for over 45 days. The survey tool was available in both English and Spanish.

274 responses were received. It was found that a vast majority of riders are between the ages of 34 and 74 with the highest demographic in the 60-74 years of age range. 31% of respondents originate in Naco AZ and 30% from the San Jose neighborhood, home to most of the City's subsidized apartments and housing. 40% of respondents were originating from home with 22% originating from shopping (Safeway), the only grocery in town. 13% were originating from work. The most common destinations were shopping and home. 7% of respondents reported using Bisbee Bus connections to Cochise Commuter to reach shopping and healthcare destinations in Sierra Vista. Survey responses indicated interest in longer service hours, and most reported that they were happy with the service or that no improvements were needed.

Most of the riders ride the bus multiple times per week. Riders feel that drivers and dispatcher are very helpful. Overall, customer service is excellent. They have stated that our service meets their transportation needs.

9d. How do you collect feedback from your riders on your system needs?

We collect feedback from our riders through several methods: directly from the riders to the drivers, dispatcher, the operations contractor, or City of Bisbee staff. Methods include in person, phone calls, emails, or in writing. We also receive feedback in our surveys. The Contractor conducts its own survey, gathers the feedback and shares it with the City. The riders also attend the TAC meetings and are asked to comment at Call to Public and during the agenda items. If inclined, they may speak to Council during the Council meetings and to Council members individually.

10. Has there been any service disruption in the past year including for inclement weather? Yes  No

10a. If yes, please explain the service disruption and how the public was notified of the service disruption?

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Program Management**

11. Attach your Public meeting notices for notice of intent to apply for 5311 funds.

[https://egrants.azdot.gov/\\_Upload/63673\\_12000052-CITYOFBISBEEPUBLICHEARINGNOTICE-2026-Copy.docx](https://egrants.azdot.gov/_Upload/63673_12000052-CITYOFBISBEEPUBLICHEARINGNOTICE-2026-Copy.docx)

- 11a. Identify the date your Public Meeting was held, list the location(s) where Public meeting notices were posted, and the dates that they were posted.

The Public Meeting was held at City Hall during the scheduled Council Meeting on February 3, 2026. The meeting was also available via Zoom and on the City's Facebook page (live). The meeting was held at 7:00 p.m. The following are locations and dates where notice was posted.

Bisbee Observer (newspaper) 1/22 and 1/29 2026  
City of Bisbee Post Offices month of January and first week in February  
City of Bisbee website. month of January and first week in February  
City of Bisbee Facebook 1/22 and 1/29 2026

- 11.b. If listed on website, please provide copy of link.

<https://www.bisbeeaz.gov/2552/2026-Public-Notices>

- 11c. Resolution may also be attached here.

[Sample Notice of Public Hearing](#)

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**System Characteristics**

1. Have you made or are you planning any significant changes to your routes or transit program this year?  
 ✓ Yes No\*

1a. If yes, please explain.

The Bisbee Bus Efficiency Study (2025) recommended some changes to the system which will be implemented in the 2026-27 fiscal year. These include changes to the schedule but not to the stops. These changes will reduce the headway for riders, afford drivers restroom and lunch breaks, accommodate deviations, and assure that drive-time limitations are adhered to. Additionally, the City of Bisbee will be going out to bid for an operations contractor.

2. How many routes does your service offer that will be funded by this grant? 3

3. Do you have a contingency plan and / or agreement in place with other transportation providers to ensure the delivery of transit services when there are insufficient back-up vehicles or drivers at your agency? ✓ Yes No\*

3a. If yes, please explain.

Currently we have agreements with our Contractor, the City of Douglas and its Douglas Rides program and also an MOU with the SEAGO Region 5311 and 5310 providers.

**Performance Data**

4. Annual Passengers Trips Anticipated: 29,590

4a. Annual Passengers Trips Last Year: 28,452

5. Anticipated Year 1 Revenue: \$11,000  
**NOTE: This will populate as fare on the Budget page.**

5a. Anticipated Year 2 Revenue:  
**Do Not Complete Until Year 2.**

5b. Fare Box Last Year: \$10,216

6. Average cost per passenger trip using the last year's data: \$10.43

7. Will your net advertising revenue be deducted in your operating costs? Yes ✓ No\*

8. How much is your anticipated net advertising revenue? \$0

8a. Please explain any significant changes in anticipated ridership or funding from the previous year's performance.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**System Characteristics**

Ridership data from previous years was inaccurately reported. Ridership for the previous year is based on ridership data reports. Anticipated ridership is based on a 4% increase - a conservative number since the previous year saw a 7% increase. Anticipated fare revenue is based on a 4% increase as well.

**Service Types**

9. Systems with multiple routes may have several different types of service.

Please check ALL of the types of service that your system provides and then Save so that the appropriate questions appear.

Hybrid or Other should only be used for routes that do not fit one of these definitions.

(See Help above for explanations of Service Types.)

Local / Regional	Intercity
Demand Response	Intercity Fixed Route
✓ Deviated / Flex Route	✓ Intercity Feeder Route
Fixed Route with Complementary Paratransit	
Commuter	
Vanpool or Other	

**Please respond to the questions as appropriate for the transit service.**

**Demand Response**

10. Please explain how the demand response service is the appropriate model for your community?

N/A

**Deviated / Flex Route**

11. How far will the service deviate off of the route?

The bus will deviate up to 1/2 mile off the route to the general public with advance requests

12. Who is eligible for deviated service in your system?

All Riders who contact the dispatch number or ask the bus driver to contact dispatch for them are eligible for deviated service in our system within one half mile of the nearest scheduled bus stop. Total deviations may be limited by the dispatcher on a daily basis to allow the fixed route to remain on

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**System Characteristics**

schedule.

13. How are deviations requested?

Deviations are requested the day prior for pick up by calling the Dispatch number, 520-417-7400 or telling the bus driver who will get approval from Dispatch if the rider does not have access to a telephone. If a rider requests a deviation from a driver when they board the bus, the driver will contact dispatch for clearance. Deviations are available to the public and are limited to within a half mile of a scheduled stop on the route.

14. Please explain how this service model works for your community.

Bisbee has a population of 5,000, and the system connects four distinct neighborhoods surrounding a large, open pit, copper mine. The city's only grocery store, for example, is located in the San Jose district which is 4.5 miles from Old Bisbee; 3.6 miles in a different direction from the Warren district; and 3.3 miles in yet a third direction from the Saginaw district. Each of these four neighborhoods were unincorporated communities in their own right before annexation many years ago. The flex route allows the system to respond to individual rider needs while providing consistent scheduled service to persons needing to get from one neighborhood district to another. It also allows the system to include a connection to the town of Naco located on the border- 5.2 miles from the Safeway and 10 miles to Old Bisbee. Combining these services provides a cost-efficient system that meets the needs of most riders, most of the time.

**Fixed Route with Complementary Paratransit**

15. How far from the fixed route does complementary paratransit serve?

15a. Please Describe

16. Date of the last update of your Complementary Paratransit Plan

16a. Please upload a copy of your Complementary Paratransit Plan

16b. Please explain how this service model works for your community.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**System Characteristics**

**Commuter**

17. Please explain why this is a commuter route and how well this service model fits this community?

**Intercity Service: Feeder and/or Fixed Route**

18. Describe the intercity service provided.

Bisbee Bus does not provide intercity service directly but feeds into the Cochise Connection intercity service.

19. Please list your service connections with intercity providers.

The Bisbee Bus connects with the Cochise Connection (City of Douglas) which serves Douglas, Bisbee, and Sierra Vista. The Bisbee Bus schedule is designed to meet the Connection each time it comes through Bisbee.

20. Do you offer package service? No

**Vanpool or Other**

21. Describe the service you provide in your community.

22. Please explain how this fits the needs of your community.

**All Applicants Answer the Following**

23. Does the system connect with other modes of transportation, if so describe how you connect and are they timely?

As a part of a coordinated effort, the Bisbee bus works with regional transit providers to coordinate services in the best interest of riders. Currently, Douglas' Cochise Connection stops at City Hall connecting Bisbee residents to Cochise College's Douglas Campus and on into Douglas. This system runs Monday through Thursday at 8:00 a.m. and 3:10 p.m. for pick up and drop offs.

The Bisbee Bus makes deviated stops at the Cochise County Jail (more than 1/2 mile from the nearest scheduled stop) to provide released inmates with connections to the Cochise Connection bus going to

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**System Characteristics**

either Douglas or Sierra Vista.

The Bisbee Bus works with a local volunteer shuttle service that can provide rides to persons outside of the Bisbee Bus schedule and when the bus is out of service for holidays.

The Bisbee Bus also connects with Cochise Connections coming from Douglas and going on to Sierra Vista through Palominas. Cochise Connections provides rides to city and county residents needing to reach the County's urban center and adjacent shopping, health care and education centers. Cochise Connections originates at the Douglas port of entry then to Douglas Visitor/Transit Center which connects residents with Cochise College Douglas, Bisbee's Bus system, Canyon Vista Medical Center, Cochise College Sierra Vista, and the Vista Transit center Monday through Saturday.

24. In what jurisdictions, does this system operate outside of the primary applicant community? Please list the routes that go outside of the community limits and identify the specific community whether unincorporated county or other.

Currently Bisbee system routes travel to Naco, Arizona; an unincorporated border community within Cochise County.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**

**Route Service Characteristics: Weekday Flex Route -Northbound**

<b>TOTAL ROUTES:</b>	<b>3</b>
----------------------	----------

<b>1.</b>	<b>Route Name:</b>	Weekday Flex Route -Northbound	Weekday Flex Route -Southbound	Saturday Flex Route
<b>2.</b>	Select the Days each route operates:	M T W Th F	M T W Th F	Sa
<b>3.</b>	Route Type:	Year-Round	Year-Round	Year-Round
<b>4.</b>	Service Type:	Deviated / Flex Route	Deviated / Flex Route	Deviated / Flex Route
<b>5.</b>	# Daily Hours of Operation:	13	13	7
<b>6.</b>	Start Time:	5:59 AM	5:59 AM	9:30 AM
<b>7.</b>	End Time:	6:45 PM	6:45 PM	4:15 PM
<b>8.</b>	Does the route operate continuously other than short breaks for the driver?	Yes	Yes	Yes
<b>9.</b>	Number of times route is run daily	10	10	4
<b>10.</b>	Round Trip Miles per route cycle	26	26	26
<b>11.</b>	Annual Passenger trips (actuals 12 months):	13,445	13,445	2,700
<b>12.</b>	Does the route accommodate baggage?	No	No	No
<b>13.</b>	Is this a new or existing route?	Existing	Existing	Existing
<b>14a.</b>	Is the service changing?	No	No	No
<b>14b.</b>	Are your transit schedules published in GTFS?	Yes	Yes	Yes
<b>15.</b>	<b>Check the types of key activity centers the route serves and indicate which are the busiest in the text box provided.</b>			
<b>15a.</b>	Medical	✓	✓	✓
<b>15b.</b>	Employment	✓	✓	✓
<b>15c.</b>	Education	✓	✓	✓
<b>15d.</b>	Residential	✓	✓	✓
<b>15e.</b>	Shopping	✓	✓	✓
<b>15f.</b>	Entertainment	✓	✓	✓
<b>15g.</b>	Other	✓	✓	✓
<b>16.</b>	Busiest activity center for this route?	Safeway, Lyric/Copper Queen Publishing, City Hall	Safeway, Lyric/Copper Queen Publishing, City Hall	Safeway, lyric/copper Queen Publishing, City Hall
<b>17.</b>	System Connections?	Yes	Yes	Yes
<b>17a.</b>	List the other mode it connects to	The system connects Douglas Rides which	The system connects to Douglas Rides which	System connects with Cochise Connections from

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Route Service Characteristics: Weekday Flex Route -Northbound**

provides the Douglas Connection four days per week, Monday through Thursday, twice daily 8:00 a.m. and 3:10 p.m. System also connects with Cochise Connections from Monday thru Saturday.	provides the Douglas Connection four days per week, Monday through Thursday, twice daily 8:00 a.m. and 3:10 p.m. System also connects with Cochise Connections from Monday thru Saturday.	Monday thru Saturday.
---	---	-----------------------

<b>18.</b>	<b>Please identify the jurisdiction(s) that each route operates in:</b>			
18a.	County	Cochise County	Cochise County	Cochise County
18b.	City(ies) (If the route operates outside the city limits, please type unincorporated):	City of Bisbee & Naco AZ unincorporated	City of Bisbee & Naco AZ unincorporated	City of Bisbee & Naco AZ unincorporated

19. Upload a user guide for this Route Service Area. Upload a map showing your community and highlight the areas served by your transit system.

If you only have one user guide, please upload it only once.

[https://egrants.azdot.gov/ Upload/63675\\_12000177-PASSENGERGUIDE-BISBEE2025.docx](https://egrants.azdot.gov/Upload/63675_12000177-PASSENGERGUIDE-BISBEE2025.docx)

[https://egrants.azdot.gov/ Upload/63675\\_12000178-BUSSCHEDULE-WITHCHANGES-2023.pdf](https://egrants.azdot.gov/Upload/63675_12000178-BUSSCHEDULE-WITHCHANGES-2023.pdf)

20. Please explain any service changes that you are making and the reasons for making these changes.

At the time of this application, Bisbee Bus anticipates implementing the recommendations from the Bisbee Bus efficiency study, completed in 2025. Recommendations will be considered to further refine the schedule with efforts to reduce headway and wait times for passengers, afford additional time for driver breaks and deviations, and allow drivers to be scheduled within state and federal guidelines (10 hours max.) These potential changes will be reviewed and analyzed for inclusion in the system over the next year.

21. Any additional comments about your routes and the service your agency provides including seasonal and special event routes.

The City of Bisbee's Bisbee Bus is committed to providing excellent, reliable, and safe service for our riders. The Bisbee Bus Transit system works within the City of Bisbee's overall mission to provide quality of life services to the people that live in Bisbee and the surrounding areas.

As a result of the 2025 Bisbee Bus Efficiency Study, the system is undergoing an administrative restructuring and will be reviewing operations systems over the next year. Our current contract with the

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Route Service Characteristics: Weekday Flex Route -Northbound**

City of Douglas expires in 2026 and a new RFP will be published allowing COB to determine the most efficient and cost-effective means to supply the bus service that could include a renewal with the current contractor, a viable alternative provider, or taking the system in-house.

The administrative restructuring includes the hiring of a full-time Transit Manager to oversee contracted services, ensure state and federal compliance, and create a sustainable and cost-efficient program that can meet the needs of the current and expanding ridership.

Additionally, the City of Bisbee plans to request that a transit support line item be added to the Cochise County budget to support the significant county ridership supported by the Bisbee Bus. This will include the riders from Naco and those who board between Naco and the City, as well as released and former inmates from the County Jail.

**Vehicles**

**AGENCY VEHICLE INVENTORY**

**Total Vehicles in Inventory: 3**

**Spare Vehicle Ratio: 1%**

1. Please provide the information requested in the table below for all vehicles in your transit fleet whose routes utilize 5311 funding.

Vehicle Identification Number (VIN)	Funding Src (i.e.: 5310, 5311, local, etc.)	Vehicle Classification	Actual Vehicle Length	Manf Year	Mileage	# of Amb. Seats	# of W/C Positions	Lift or Ramp?	Requesting Rehab?	Route Served (Spare can also be listed)	Is the Vehicle On ADOT Lien?
1HA6GUBG7HN011403	5311	Bus	26	2018	149,395	16	2	Lift	No	spare	✓ Yes No
1FDFE4FN4MDC07278	5311	Bus	26	2021	146,991	16	2	Lift	No	Route 1, 2, & 3	✓ Yes No
1FDFE4FN8PDD38198	5311	Bus	26	2023	69,135	16	2	Lift	No	Route 1, 2, & 3	✓ Yes No
											Yes ✓ No
											Yes ✓ No
											Yes ✓ No
											Yes ✓ No
											Yes No
											Yes No
											Yes No

2. Please provide the information requested in the table below for all vehicles in your transit fleet whose routes utilize 5311 funding.

**INSTRUCTIONS: SAVE this form prior to filling out this section and the system will automatically copy the VIN numbers from**

**Vehicles**

**Question 1 into the table below for Question 2.**

Vehicle Identification Number (VIN)	Condition Code	In Service?	Original Cost	Make	Model	Fuel Type	Chassis	Anticipated Replacement Year
1HA6GUBG7HN011403	3 FAIR	Yes	\$97,663	Chevy	Star Craft	Gas	Medium Duty	2026
1FD4E4FN4MDC07278	3 FAIR	Yes	\$102,058	Chevy	Star Craft	Gas	Medium Duty	2029
1FD4E4FN8PDD38198	4 GOOD	Yes	\$116,878	Ford	E450	Gas	Medium Duty	2030

**VEHICLE STORAGE**

- Please list the address of the vehicle storage. If there is more than one location, please list the last 4 VIN's of the vehicles with each address.

All the vehicles are stored/housed in a locked bus yard at the City Garage at 940 Tovreaville, Bisbee, AZ.

**MAINTENANCE**

- All agencies receiving FTA funded vehicles must provide a vehicle maintenance plan. See Transit resources page for sample maintenance plans. [Transit Resources Web Link](#)

Plan should include preventive maintenance intervals and specific service requirements.

## Vehicles

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[https://egrants.azdot.gov/\\_Upload/63676\\_12001047-VEHICLEPREVENTATIVEMAINTENANCEPLAN-2026.docx](https://egrants.azdot.gov/_Upload/63676_12001047-VEHICLEPREVENTATIVEMAINTENANCEPLAN-2026.docx)

5. How is maintenance provided for your transit service vehicles?

✓ In-house

If in-house, provide a list of services provided.

All Maintenance and minor repairs are provided in-house. Pre-trip inspections, post trip inspections, and accident report forms are completed by drivers. In-house mechanics utilize a severe service maintenance schedule for all busses.

Warranty work is schedule with approved warranty providers and coordinated with the manufacturer . Work requiring special certifications, i.e., lift repairs are sent to the City of Sierra Vista.

In house mechanics provide scheduled service intervals which include expected preventative maintenance, such as: engine oil and transmission oil levels checks, windshield wiper solvent and blades, check tires, inspection of battery, exhaust system, inspect brakes and hoses, belts and replacement of such.

All work is managed through the fleet work-order software, Asset Management, which generates workorders, reports, and maintenance/repair analysis for each bus including schedules, labor, parts, mileage and maintenance history.

✓ Outside vendor via contract

If by contract, list the vendors you use and what services they provide.

IGA with City of Sierra Vista for work requiring certain certifications

✓ Other

Please explain.

W.R. Ryan for new tires- no contract

### **NEW / REPLACEMENT VEHICLES AND VEHICLE REHABILITATION**

**Vehicles**

6. If you are requesting a new or replacement vehicle, please answer the following:  
If you are requesting an expansion, VIN not applicable.

VEHICLE SPECIFICATIONS													
Expansion or Replacement ?	Vehicle Length	Vehicle Type	Seating Capacity	Wheel chair Positions	Chassis	Fuel Type	Complete VIN of vehicle being replaced or Rehab	FAIN of Vehicle Being Replaced or Rehab	Vehicle Priority #	Replaced vehicle disposal?	Used for Inter city Route?	Request Year	Request Amount
												Year 1	
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0
													\$0

**VEHICLE REQUESTS TOTAL: \$0**

**NEW OR EXPANSION VEHICLE JUSTIFICATION**

7. Please explain your justification for a new vehicle. Include the route it will serve and the ridership or projected ridership for a new route.
8. If the vehicle is not being retired from service, what is your justification for increasing your fleet size?  
Explain why a back-up vehicle or existing fleet cannot accommodate this expansion.

**Vehicles**

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9. If you are retiring a vehicle, please explain why rehabilitation is not a better option than purchasing a new vehicle.
10. Please identify the contract you will be using to purchase the vehicle. Specify ADOT, Self-Procure, Joint Procure, or Other. Please name the lead agency which procured or will procure the vehicle. If you are using the ADOT or State contract, you must have created a build with an ADOT vendor prior to submitting this application.
- 10a. Please upload your Build Sheet Documentation.
11. Will your requested vehicle be fully accessible to persons with disabilities, in accordance with ADA guidelines?  Yes  No
- 11a. If No, Please explain
- N/A
- 11b. If No, upload a Certificate of Equivalent Service form.

**Vehicle Rehabilitation**

If you are requesting a vehicle rehabilitation, please answer the following:

12. Please identify the VIN of the vehicle being rehabilitated, the parts of the vehicle that are planned for rehab, and what will be done as part of this funding request.
- N/A
13. Please explain why rehabilitation is the best option for this vehicle.

**Vehicles**

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N/A



## Other Capital Requests

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- **Description of the capital equipment / facility project.**
- **Explanation for why this equipment or facility is essential for the operation of your transit service.**
- **Is this a replacement of an older unit(s) or an addition?**
- **How will this equipment interact with existing equipment you use and operate?**  
Please detail any modifications that will be needed to accommodate this equipment.
- **What is your alternative option if this is not awarded?**
- **Please describe your preventive maintenance program.**

### Year 1 Preventive Maintenance Request

Bisbee Bus has three buses in its inventory with an additional two buses requested. Preventive maintenance costs are based on requirements for all five buses based on manufacturers recommendations.

Bisbee Bus has a software based "asset management" program that schedules all preventive maintenance, tracks labor and parts, and schedules Severe service maintenance for all buses. The software also provides reports and analysis for all maintenance conducted.

The program has been reviewed and approved during a recent triennial review.

### 2b. For larger projects, please answer the following questions:

- **Provide details for other funding sources you are pursuing (or have obtained).**
- **What is the next step in the process? Please outline what you've completed so far and upload any applicable studies.**
- **If applying for an ITS project, please identify how your project fits into the AZ Statewide ITS Architecture\Project Management Plan or please upload your local\regional ITS Plan.**

**2c. If undertaking a capital design or construction project you must provide a map and back up documents identifying the specific location of your project, whether or not land or right of way will need to be acquired, location of project in relationship to other passenger amenities and information regarding environmental issues in the project area. Failure to provide the**

**Other Capital Requests**

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**details identified above will limit the availability of funding.**

**TITLE:** Preventive Maintenance

**REQUEST YEAR:** 2

**JUSTIFICATION:**

**2a. Please answer the following questions:**

- **Description of the capital equipment / facility project.**
- **Explanation for why this equipment or facility is essential for the operation of your transit service.**
- **Is this a replacement of an older unit(s) or an addition?**
- **How will this equipment interact with existing equipment you use and operate?**  
**Please detail any modifications that will be needed to accommodate this equipment.**
- **What is your alternative option if this is not awarded?**
- **Please describe your preventive maintenance program.**

Year 2 Preventive Maintenance Request.

Bisbee Bus has three buses in its inventory with an additional two buses requested. Preventive maintenance costs are based on requirements for all five buses based on manufacturers recommendations.

Bisbee Bus has a software based "asset management" program that schedules all preventive maintenance, tracks labor and parts, and schedules Severe service maintenance for all buses. The software also provides reports and analysis for all maintenance conducted.

The program has been reviewed and approved during a recent triennial review.

**2b. For larger projects, please answer the following questions:**

**Other Capital Requests**

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- **Provide details for other funding sources you are pursuing (or have obtained).**
- **What is the next step in the process? Please outline what you've completed so far and upload any applicable studies.**
- **If applying for an ITS project, please identify how your project fits into the AZ Statewide ITS Architecture\Project Management Plan or please upload your local\regional ITS Plan.**

**2c. If undertaking a capital design or construction project you must provide a map and back up documents identifying the specific location of your project, whether or not land or right of way will need to be acquired, location of project in relationship to other passenger amenities and information regarding environmental issues in the project area. Failure to provide the details identified above will limit the availability of funding.**

**TITLE:** Ridership/scheduling software

**REQUEST YEAR:** 1

**JUSTIFICATION:**

**2a. Please answer the following questions:**

- **Description of the capital equipment / facility project.**
- **Explanation for why this equipment or facility is essential for the operation of your transit service.**
- **Is this a replacement of an older unit(s) or an addition?**
- **How will this equipment interact with existing equipment you use and operate?**  
**Please detail any modifications that will be needed to accommodate this equipment.**
- **What is your alternative option if this is not awarded?**
- **Please describe your preventive maintenance program.**

**Other Capital Requests**

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In preparation for the possibility that Bisbee Bus would need to move operations from a contractor to an in-house operation, a request for scheduling and ridership software is anticipated. Bisbee will be issuing an RFP for transit operations in the spring of 2026 with an award expected in late summer/early fall. Should there be no responses, or should received responses be less cost effective than moving operations in-house, Bisbee will need to purchase ridership/scheduling software compatible with Cochise Connection, the inter-city service from Douglas to Bisbee to Sierra Vista.

**2b. For larger projects, please answer the following questions:**

- **Provide details for other funding sources you are pursuing (or have obtained).**
- **What is the next step in the process? Please outline what you've completed so far and upload any applicable studies.**
- **If applying for an ITS project, please identify how your project fits into the AZ Statewide ITS Architecture\Project Management Plan or please upload your local\regional ITS Plan.**

The quote we have obtained is for the same software use by Douglas that would be compatible for Cochise Connection rides and Douglas Rides which come to Bisbee twice daily with a run to Cochise College. If awarded, the purchase requires a bid process (based on City of Bisbee procurement thresholds). However, compatibility may be an issue so sole source approval may be sought.

**2c. If undertaking a capital design or construction project you must provide a map and back up documents identifying the specific location of your project, whether or not land or right of way will need to be acquired, location of project in relationship to other passenger amenities and information regarding environmental issues in the project area. Failure to provide the details identified above will limit the availability of funding.**

**TITLE:** Solar lighting for shelters

**REQUEST YEAR:** 1

## Other Capital Requests

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### JUSTIFICATION:

#### 2a. Please answer the following questions:

- **Description of the capital equipment / facility project.**
- **Explanation for why this equipment or facility is essential for the operation of your transit service.**
- **Is this a replacement of an older unit(s) or an addition?**
- **How will this equipment interact with existing equipment you use and operate?**  
Please detail any modifications that will be needed to accommodate this equipment.
- **What is your alternative option if this is not awarded?**
- **Please describe your preventive maintenance program.**

Bisbee Bus currently has 9 bus shelters and has requested 11 additional shelters for its system in a previous 5339 application. Neither new or existing shelters have security lighting. As the system operates from 6:00 a.m. until 6:30 p.m., riders are often waiting in the dark from October until March - the winter low-light period.

Commercial solar lighting for the interiors of bus stops will be provide a cost-effective way to provide a well-lit bus shelter, enhancing security, and reducing liability for the system.

#### 2b. For larger projects, please answer the following questions:

- **Provide details for other funding sources you are pursuing (or have obtained).**
- **What is the next step in the process? Please outline what you've completed so far and upload any applicable studies.**
- **If applying for an ITS project, please identify how your project fits into the AZ Statewide ITS Architecture\Project Management Plan or please upload your local\regional ITS Plan.**

**2c. If undertaking a capital design or construction project you must provide a map and back up documents identifying the specific location of your project, whether or not land or right of way will need to be acquired, location of project in relationship**

**Other Capital Requests**

to other passenger amenities and information regarding environmental issues in the project area. Failure to provide the details identified above will limit the availability of funding.

**3. Please answer the following questions for outstanding capital (Over 1 Year):**

- **What is your plan for expending it?**
- **Why are you requesting new capital when old capital has not yet been expended?**

All capital awards for the previous grant cycle will be expended prior to the completion of the grant year.

**ALL CAPITAL REQUESTS**

**NOTE: REQUESTS WITHOUT MILESTONE DATES WILL NOT BE AWARDED.**

**4. Please estimate the following dates for milestones. If more than one procurement contract will be needed, please enter the milestone dates in the appropriate column. They are reported to FTA and will need to be confirmed if the award is made.**

For each Capital item or project requested, please fill out the proposed Milestone dates.

Project Title	Estimated Completion Date		
	RFP Issued	Contract Awarded	Contract Complete
Preventive Maintenance	10/1/2026	10/1/2026	9/30/2027
Preventive Maintenance	10/1/2026	10/1/2026	9/30/2027
Ridership/scheduling software	7/1/2026	10/1/2026	9/30/2027
Solar lighting for shelters	7/1/2026	10/1/2026	9/30/2027

**Other Capital Requests**

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**5. If you would like to provide letters of support from your stakeholders and community members, please upload them below.**

**Please only provide if the capital items exceed \$50K. (As discretionary grant opportunities are available, ADOT may apply on your behalf).**

**Budget**

REQUESTED BUDGET SUMMARY	Match Ratio	Total Request	Federal Request	Local Match
Administration Request (2 Years)	80/20	\$283,125	\$226,500	\$56,625
Operating (2 Years)	58/42	\$679,784	\$394,275	\$285,509
Intercity Request (2 Years)	58/42	\$51,167	\$29,677	\$21,490
Capital Request	80/20	\$97,900	\$78,320	\$19,580
Planning Request	80/20	\$0	\$0	\$0
CARES Act: Operating	100/0	\$0	\$0	\$0
CARES Act: Intercity	100/0	\$0	\$0	\$0
CARES Act: Capital	100/0	\$0	\$0	\$0
ARP: Operating	100/0	\$0	\$0	\$0
ARP: Intercity	100/0	\$0	\$0	\$0
<b>Total Request</b>		<b>\$1,111,976</b>	<b>\$728,772</b>	<b>\$383,204</b>

Admin Ratio: 26.60%

ADMINISTRATION BUDGET	Year 1 Request	Year 2 Request	Final Budget (Awarded)	Federal Request	Local Match	Subcontracted?
Transit Director	\$63,000	\$64,890		\$50,400	\$12,600	Yes <input checked="" type="checkbox"/> No
Transit Manager/Coordinator				\$0	\$0	Yes <input checked="" type="checkbox"/> No
Financial Staff	\$8,000	\$8,240		\$6,400	\$1,600	Yes <input checked="" type="checkbox"/> No
Administrative Staff	\$8,000	\$8,240		\$6,400	\$1,600	Yes <input checked="" type="checkbox"/> No
Fringe Benefits (Admin)	\$22,120	\$22,784		\$17,696	\$4,424	Yes <input checked="" type="checkbox"/> No
Administrative Supplies	\$1,000	\$1,030		\$800	\$200	Yes <input checked="" type="checkbox"/> No
Phones/Internet	\$1,800	\$1,854		\$1,440	\$360	Yes <input checked="" type="checkbox"/> No
Computer	\$2,700	\$2,781		\$2,160	\$540	Yes <input checked="" type="checkbox"/> No
Marketing/Advertising	\$3,000	\$3,090		\$2,400	\$600	Yes <input checked="" type="checkbox"/> No

Please specify other:

Please specify other: IT

**Budget**

Travel - non training	\$1,500	\$1,545		\$1,200	\$300	Yes	✓ No	support Please specify other: facilities furnishings/maintenance
Utilities	\$3,500	\$3,605		\$2,800	\$700	Yes	✓ No	
Other	\$1,500	\$1,545		\$1,200	\$300	Yes	✓ No	
Program Audit	\$2,000	\$2,060		\$1,600	\$400	Yes	✓ No	
Substance Abuse Program	\$600	\$618		\$480	\$120	Yes	✓ No	
Professional Services	\$20,000	\$20,600		\$16,000	\$4,000	Yes	✓ No	Please specify other: lawyer, TA, consultants
Postage	\$50	\$52		\$40	\$10	Yes	✓ No	
Printing	\$700	\$721		\$560	\$140	Yes	✓ No	
<b>Total Administration Costs</b>	<b>\$139,470</b>	<b>\$143,655</b>	<b>\$0</b>	<b>\$114,924</b>	<b>\$28,731</b>			

If applying for Intercity funds, what percentage of your Operating Budget is for Intercity Operations? 7.00%

OPERATING BUDGET	Year 1 Request	Year 2 Request	Final Budget (Awarded)	Federal Request	Local Match	Subcontracted?	
Operations Management	\$46,000	\$47,380		\$26,680	\$19,320	Yes	✓ No Please specify other:
Dispatcher(s)	\$45,760	\$47,133		\$26,541	\$19,219	Yes	✓ No Please specify other:
Driver Salaries	\$114,400	\$117,832		\$66,352	\$48,048	Yes	✓ No Please specify other:
Mechanic(s)	\$15,400	\$15,862		\$8,932	\$6,468	Yes	✓ No Please specify other:
Fringe Benefits	\$62,037	\$63,898		\$35,981	\$26,056	Yes	✓ No Please specify other:
Radio Services/Equipment	\$3,600	\$3,708		\$2,088	\$1,512	Yes	✓ No
Software Maintenance	\$4,200	\$4,326		\$2,436	\$1,764	Yes	✓ No Please specify other:

**Budget**

Uniforms	\$1,200	\$1,236
Fuel	\$17,815	\$18,349
Operating Supplies	\$1,800	\$1,854
Travel	\$500	\$515
Tires/Parts/Maintenance	\$20,000	\$20,600
Preventive Maintenance	\$25,000	\$25,750
Other	\$13,200	\$13,596

\$696	\$504	Yes	✓ No
\$10,333	\$7,482	Yes	✓ No
\$1,044	\$756	Yes	✓ No
\$290	\$210	Yes	✓ No
\$11,600	\$8,400	Yes	✓ No
\$14,500	\$10,500	Yes	✓ No
\$7,656	\$5,544	Yes	✓ No

cameras & IT

Please specify other:  
insurance

<b>Total Operating Costs</b>	<b>\$370,912</b>	<b>\$382,039</b>	<b>\$0</b>	<b>\$221,583</b>	<b>\$160,456</b>
<b>Deductions including Fares Earned</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$11,000</b>		
<b>Net Operating Costs</b>	<b>\$359,912</b>	<b>\$371,039</b>	<b>(\$11,000)</b>	<b>\$215,203</b>	<b>\$155,836</b>

CARES ACT/ARP	Request Amount
Operating (CARES Act)	
Intercity (CARES Act)	
Capital (CARES Act)	
Operating (ARP)	
Intercity (ARP)	
<b>TOTAL</b>	<b>\$0</b>

CAPITAL REQUEST	Request Year	Request Amount	Federal Request	Local Match	QTY	Unit Cost
This section autopopulates and will not reflect the final award, only the request. The final award for Capital will appear on your Exhibit A and in the reimbursement requests.						

**Budget**

<b>Preventive Maintenance</b>	Year 1	\$25,000	\$20,000	\$5,000	1	\$25,000
<b>Preventive Maintenance</b>	Year 2	\$25,000	\$20,000	\$5,000	1	\$25,000
<b>Ridership/scheduling software</b>	Year 1	\$35,000	\$28,000	\$7,000	1	\$35,000
<b>Solar lighting for shelters</b>	Year 1	\$12,900	\$10,320	\$2,580	1	\$12,900
<b>Total Capital Costs</b>		<b>\$97,900</b>	<b>\$78,320</b>	<b>\$19,580</b>		

<b>PLANNING REQUEST</b>	<b>Request Year</b>	<b>Request Amount</b>	<b>Federal Request</b>	<b>Local Match</b>
			\$0	
<b>Total Planning Costs</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**2-Year Budget Form**

Are you a tribal entity that transfers their ADOT award to FTA?

If yes, please upload your current budget and expenditures.

For all Personnel (full time and part time) who are paid using this grant, list the following:  
 Please list the average number of hours / week the employee will be dedicated to transit. Based on a forty hour work week.  
 To get to a Wage per hour, calculate full-time salary divided by 2080.  
 Similar job title and wage per hour can be combined onto a single line (denote # of employees referenced in the job title)

<b>Job Title / Category</b>	<b>Transit Hours per week</b>	<b>\$ Wage per Hour</b>	<b>Total</b>

**Budget**

---

**Weekly Total:                    \$0**  
**Annual Total:                    \$0**

Comment (Please provide any other information you feel is pertinent to the application.)

**Local Match**

<b>REQUESTED BUDGET SUMMARY</b>			
	<b>Total Request</b>	<b>Federal Request</b>	<b>Local Match</b>
<b>Total</b>	<b>\$1,101,188</b>	<b>\$720,141</b>	<b>\$381,046</b>

**RESTRICTIONS ON LOBBYING CERTIFICATION**

The subrecipient agrees to comply with the provisions of Section 1352 of Title 31, U.S. Code (Public law 101.121) as codified in Title 48, Federal Acquisition Regulations Subpart 3.8 and Subpart 52.203-11, 23 CFR 630.112(c)(5) , and 49 CFR part 20 and 2 CFR 200.450. The legislation prohibits Federal appropriated funds from being expended by a recipient or any lower tier sub-recipients of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence a Federal agency or Congress in connection with the award of any Federal contract, the making of any Federal grant or loan, or entering into any cooperative agreement, including the extension, continuation, renewal, amendments or modification of any Federal contract, grant, loan or cooperative agreement. Certification is required to indicate compliance with 49 CFR 20.100(a).

Please complete the LOBBYING CERTIFICATION Form. If you answered 'Yes' on the LOBBYING CERTIFICATION Form and meet the criteria for Line Item 2, also complete the DISCLOSURE OF LOBBYING ACTIVITIES Form.

The subrecipient agrees to require all contractors and subcontractors to also comply with above form requirements.

LOBBYING CERTIFICATION

DISCLOSURE OF LOBBYING ACTIVITIES (Standard Form-LLL)

[https://egrants.azdot.gov/\\_Upload/64052\\_12001092-LobbyingCertification2026signed.pdf](https://egrants.azdot.gov/_Upload/64052_12001092-LobbyingCertification2026signed.pdf)

**LOCAL MATCH**

<b>LOCAL MATCH</b>			
<b>Match Amount</b>	<b>Name of Match Contributor</b>	<b>Contribution Source</b>	<b>Please Describe</b>
\$211,046	City of Bisbee	City	General Funds
\$80,000	Cochise County	County	Cochise County Budget Line item
\$20,000	Sheriffs Office	County	Cochise County Sheriffs Dept. budget line-item
\$70,000	SEAGO AAA	Non-Profit	SEAGO AAA funds

**Local Match**

---

**Total: \$381,046**

**IN-KIND**

Are you planning to use in-kind funds/services for local match? Yes No

**Match Additional Information**

The City is pursuing a line-item budget addition from the County and the Sheriffs office to offset the cost of rides to county ridership and released inmate deviations.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Transportation Providers and Union Classification**

Agency Name: Bisbee, City of  
 Agency Contact Name: Matthew Gurney  
 Agency Phone: (520) 432-6002  
 Agency Email: mgurney@bisbeeaz.gov  
 Agency Address: 118 Arizona St  
 Bisbee, Arizona 85603-4601

Local / Regional	Intercity
<input type="checkbox"/> Demand Response	<input type="checkbox"/> Intercity Fixed Route
<input checked="" type="checkbox"/> Deviated / Flex Route	<input type="checkbox"/> Intercity Feeder Route
<input type="checkbox"/> Fixed Route with Complementary Paratransit	
<input type="checkbox"/> Commuter	
<input type="checkbox"/> Vanpool or Other	

\*This table is populated from the System Characteristics form after you click SAVE.

- Please list the labor organization by name and local number that represent your transit employees.

N/A

- Describe your transit system's service area and include cities and counties served by your transit system.

The Bisbee Bus' service area includes the City of Bisbee, the unincorporated town of Naco and points between on Naco Hwy. in Cochise County.

The Bisbee Bus also connects with Cochise Connections coming from Douglas and going on to Sierra Vista through Palominas. Cochise Connections provides rides to city and county residents needing to reach the County's urban center and adjacent shopping, health care and education centers. Cochise Connections originates at the Douglas port of entry then to Douglas Visitor/Transit Center which connects residents with Cochise College Douglas, Bisbee's Bus system, Canyon Vista Medical Center, Cochise College Sierra Vista, and the Vista Transit center Monday through Saturday.

- If you contract out your operations, provide your Contractor's name.

An IGA with City of Douglas provides operations services for the Bisbee Bus.

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Transportation Providers and Union Classification**

4. Please list labor organization by name and local number that represent your Contractor's transit employees.

N/A

5. Please list eligible surface public transit providers including address and union representation including their local number for (13c) that operate in or partially operate within your service area. Also, identify whether the transit provides public transportation.

**Note: Public Transit does not include school bus, charter or seasonal service, exclusive ride taxi, or service to individuals or groups that excludes use by the general public.**

Agency / Transportation Provider Name	Agency / Transportation Provider Address City, State, Zip	Union Representation of Employees Name (if applicable)	Union Representation of Employees (13c) Local Number (if applicable)	Public Transportation
City of Douglas - Cochise Connection	425 E. 10th St. Douglas AZ 85607	na	na	Yes
				No
				No

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Safety and Training Programs**

The following are components of a required Americans with Disabilities Act (ADA) training program:

- Operate vehicles and equipment safely.
- Appropriate attention to the differences among persons with disabilities .
- Treat persons with disabilities in a respectful and courteous way .
- Assist passengers properly.

**1. INDICATE ALL TRAINING YOUR AGENCY PROVIDES:**

- Yes Do your drivers receive training that covers the above ADA areas ?
- Yes Defensive Driving training?
- Yes PASS (Passenger Service and Safety - CTAA)
- Yes START (Safety Training and Rural Transit – National RTAP)
- Yes Customer Service
- Yes Emergency Evacuation (covered by PASS)
- Yes Biohazard Training
- Yes First Aid
- Yes CPR
- Yes Safety
- Yes Reasonable Suspicion (Drug & Alcohol Training for Supervisors)
- No Dispatcher Training
- Yes 24 hour behind the wheel training for drivers with experienced driver
- Yes Vehicle Pre/Post Trip Inspection Training
- Yes Transit Operations Policies & Procedures

Other  
Describe:

Other  
Describe:

Other  
Describe:

- No 2. Is your training program offered in house?  
If no, where and by whom does your agency staff receive training

The Bisbee Bus training program is offered through the operations contractor , City of Douglas at their location or wherever regional training is made available.

**SAFETY**

**3. Please answer the following questions. The transportation program or agency...:**

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Safety and Training Programs**

- Yes Obtains a copy of a driving record before hiring a new driver?
- No Makes a road test part of the driver applicant review process?
- Yes Performs criminal history checks on new hires?
- Yes Has a Federal Transit Administration approved Drug & Alcohol Testing Policy and Program?
- Yes Formally investigates accidents and incidents, maintains an accident log, and prepares a report for the files?
- Yes Has a file in which records of all accidents are kept?
- Yes Has a specific safety/risk management manual?
- Yes Developed a written transit safety and security policy?
- Yes Takes ADOT funded vehicles in for annual inspection?
- Yes Has a documented vehicle maintenance program?
- 0 How many accidents did the transportation program have last year that met the Federal Transportation Administration (FTA) thresholds for reporting?

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**Substance Abuse**

- |     |  |     |
|-----|--|-----|
| 1.  | Do you have a substance abuse program in place that meets current Federal, State and Local regulations and practices?  | Yes |
| 2.  | Do you have a clearly written substance abuse policy statement and procedures that describe your agency's policy and plans for complying with the FTA regulations ?  | Yes |
|     | <b>2.a. If yes, attach your policy to this checklist.</b><br><a href="https://egrants.azdot.gov/_Upload/56769_912125-DrugAlcoholFTAFMCSA2024.docx">https://egrants.azdot.gov/_Upload/56769_912125-DrugAlcoholFTAFMCSA2024.docx</a>   |     |
| 3.  | If your program includes more than what is mandated by the FTA regulations , is this reflected in the written policies?  | Yes |
| 4.  | Have you made the necessary provisions for recordkeeping and reporting?  | Yes |
| 5.  | Do these provisions include procedures to protect the individual's right to privacy and the prevention of unauthorized release of test result information?   | Yes |
| 6.  | Have you selected qualified personnel who will be responsible for implementing and monitoring the program?   | Yes |
| 7.  | Have these individuals been provided with the required trainings including reasonable suspicion?   | Yes |
| 8.  | Have you informed your employees in writing of your agency's substance abuse policy and its implementation requirements?   | Yes |
| 9.  | Have you established and documented a minimum of 60 minutes of drug awareness training for safety sensitive employees and 2 hours of supervisory awareness training (one hour on drugs and one hour of alcohol signs, symptoms and effects).                                       | Yes |
| 10. | Are enough employees trained in reasonable suspicion that the transit agency is covered at all times and shifts?   | Yes |
| 11. | Are these training programs held regularly to account for staff turnover and other changes ?   | Yes |
| 12. | Does your program include testing for the five prohibited classes of substances, marijuana, cocaine, opiates, amphetamines, and PCP?   | Yes |
| 13. | Does your program have provisions for testing for the following events: pre-employment, random, post-accident, reasonable suspicion, and (return to duty, follow-up testing in the event of a second chance policy) according to the standards defined in the federal regulations? | Yes |

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**CIVIL RIGHTS**

**Title VI Implementation**

1. Yes Does your Agency receive funds directly from the Federal Transit Administration (FTA)?
2. Please upload your complete Title VI Implementation Plan. See [Title VI Implementation Plan Template](#).  
  
[https://egrants.azdot.gov/\\_Upload/64060\\_12001208-TITLEVIPlanfor2025-2026.pdf](https://egrants.azdot.gov/_Upload/64060_12001208-TITLEVIPlanfor2025-2026.pdf)
3. No Did you have any Title VI complaints this last year?
- 3a. Please upload your Complaint Log describing any ADA/Title VI Investigations, Complaints, and Lawsuits. If there have been no complaints, please upload your log indicating the year and stating no complaints.

**Equal Employment Opportunity (EEO)**

4. Yes\* Does your agency have an Equal Opportunity Employment (EEO) policy?
- 4a. If yes, attach a copy of the EEO policy.  
  
[https://egrants.azdot.gov/\\_Upload/64060\\_12001165-EEOStatementEmploymentAppAdd2025.pdf](https://egrants.azdot.gov/_Upload/64060_12001165-EEOStatementEmploymentAppAdd2025.pdf)
5. Yes Does your agency have an EEO public notice document?
- 5a. If yes, attach a copy of the notice.
6. Identify the name, phone number, and email address of the EEO coordinator.  
  
Name:  
  
Phone:  
  
Email Address:
7. Yes\* Does your agency include an EEO statement in all job announcements?

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**CIVIL RIGHTS**

8. Yes\* Does your agency post EEO information in places where employees congregate?

**Americans with Disabilities Act  
(ADA)**

9. Yes Does your agency have a ADA policy statement?

9a. If yes, attach a copy of your ADA policy.

**IF YOUR AGENCY DOES NOT PROVIDE TRANSPORTATION SERVICE, SKIP DOWN TO  
QUESTION 18.**

10. Yes FTA requires that if your agency has any non-ADA accessible vehicles in your fleet, your agency must be able to provide "equivalent service" through some other means, such as sufficient other accessible vehicles or a written agreement with another provider in your service area to provide a lift-equipped vehicle when needed. Does your agency have at least one fully operable wheelchair accessible vehicle meeting ADA standards, with available qualified driver(s), for each of your primary service areas?

10a. If no, please explain if and how your agency maintains equivalent service for persons with disabilities if service is requested and an accessible vehicle is needed to provide service?

11. Yes Does your agency have alternative methods to provide equivalent service should the only accessible vehicle(s) or available driver(s) be rendered out-of-service for more than a few days.

12. No Are there special charges for individuals with disabilities, including individuals who use wheelchairs?

12a. If yes, explain the circumstances.

13. Yes\* Is information on your service provided in accessible formats if requested?

13a. If yes, explain how both a hearing impaired person and a visually impaired person would request a ride on your service?

The City's website allows users to have documents read to them. The City utilizes a TTD-TTY

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**CIVIL RIGHTS**

phone number for the hearing impaired. Additionally, hearing impaired persons may communicate by email and/or text.

- 13b. If no, please provide explanation.
14. No\* Has your agency ever turned down a request for transportation from a person with a disability?
- 14a. If yes, explain the circumstances surrounding the incident(s) and why the request(s) was denied?
15. No\* Is your turndown rate higher for people with a disability than for non-disabled?
16. Yes\* Are inspections of ADA equipment including lifts, ramps, securement devices, signage, and communication systems, part of your agency's pre-trip and post-trip inspection checklists?
- 16a. If no, explain how these items of equipment are being checked on a regular basis to ensure safe and reliable use?
- 16b. When equipment failures or deficiencies are found during inspections, what is your agency's policies and procedures to immediately address the problem?
- Buses with lift equipment failures are taken out of service until fixed. Bisbee Bus' fleet vehicles all have lift capacity so replacement vehicles are available.
17. Does your agency have in place written policies, procedures, and information regarding the following requirements of the ADA?
- 17a. Yes Lift vehicle availability?
- 17b. Yes Maintenance of accessible features on vehicle(s)?
- 17c. Yes Adequate time for vehicle boarding and disembarking?
- 17d. Yes Use of portable oxygen/respirator equipment?
- 17e. Yes Service Animals?
- 17f. Yes Reasonable Accommodation/Modification Requests?

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**CIVIL RIGHTS**

17g. If you answered Yes to any of the above questions and you have separate written policies , procedures, or information from your ADA policy , please attach copies here:

18. Yes Does your agency have written policies, procedures, or information regarding ADA personnel training? (wheelchair securement, sensitivity to passengers, effective communication, etc.)

18a. If yes, attach copies.

19. Please identify the name, address, phone number, and email address of the responsible employee designated to coordinate ADA compliance.

Transit Manager, City of Bisbee, transitmanager@bisbeeaz.gov 520-432-6000

Perri Gojkovich, Transit Manager, City of Douglas, Perri.Gojkovich@douglasaz.gov 520-417-7401

20. Yes Does your agency maintain in operative condition features of facilities and vehicles (e.g. lighting, lifts, ramps, signage, securement systems) that are required to make the facility and vehicle readily accessible to and usable by individuals with disabilities?

20a. If no, please explain the circumstances.

**Disadvantaged Business Enterprise (DBE)**

21. Yes During the past four (4) years, has your agency received or are you applying for FTA funds other than rolling stock- including Mobility Management, and/or Operating funding from ADOT?

22. Yes Does your agency contract out or plan to contract out or procure services using ADOT awarded funds including operating or mobility management funds or have other outside service contracts using federal funds, other than vehicle purchases?

22a. Yes If yes, does your agency report these contracted services and vendors through the AZ LPA Contract Management System at <https://arizona.lpa.dbesystem.com/> at the time of submitting the reimbursement request to ADOT?

23. No Have you adopted or do you agree to adopt ADOT's DBE plan? ADOT FTA DBE Plan

23a. Yes If not adopting ADOT's DBE plan, does your agency have an approved FTA Disadvantaged Business Enterprise (DBE) program plan?

**5311 Application 2026**  
**Organization: Bisbee, City of**  
**5311-2026-City of Bisbee-00008**  
**CIVIL RIGHTS**

23b. If yes on 23a, Attach a copy of your DBE program plan.

24. Please describe the methods your agency uses to include or recruit certified DBE's for contracting opportunities (services and vendors).

Contracting opportunities are shared with the State's procurement office to be disseminated to DBEs registered with AZDOT.

**Drug/Alcohol Free Workplace & Safe Environment**

25. Yes Does your agency have a Drug / Alcohol Free Workplace & Safe Environment Policy?

25a. If yes, attach a copy of your policy.

25b. If no, please provide the date your agency will be approving a Drug / Alcohol Free Workplace & Safe Environment policy.

## Admin

ADMINISTRATION BUDGET	Year 1 Request	Year 2 Request	Final Budget (Awarded)	Federal Request Yr. 1	Local Match Yr. 1
Transit Director	\$63,000	\$64,890		\$50,400	\$12,600
Transit Manager/Coordinator		\$0		\$0	\$0
Financial Staff	\$8,000	\$8,240		\$6,400	\$1,600
Administrative Staff	\$8,000	\$8,240		\$6,400	\$1,600
Fringe Benefits (Admin)	\$22,120	\$22,784		\$17,696	\$4,424
Administrative Supplies	\$1,000	\$1,030		\$800	\$200
Phones/Internet	\$1,800	\$1,854		\$1,440	\$360
Computer	\$2,700	\$2,781		\$2,160	\$540
Marketing/Advertising	\$3,000	\$3,090		\$2,400	\$600
Travel - non training	\$1,500	\$1,545		\$1,200	\$300
Utilities	\$3,500	\$3,605		\$2,800	\$700
Other	\$1,500	\$1,545		\$1,200	\$300
Program Audit	\$2,000	\$2,060		\$1,600	\$400
Substance Abuse Program	\$600	\$618		\$480	\$120
Professional Services	\$20,000	\$20,600		\$16,000	\$4,000
Printing	\$700	\$721		\$560	\$140
Postage	\$50	\$52		\$40	\$10
<b>Total Administration Costs</b>	<b>\$139,470</b>	<b>\$143,654</b>	<b>\$0</b>	<b>\$111,576</b>	<b>\$27,894</b>

1

OPERATING BUDGET	Year 1 Request	Year 2 Request	Final Budget (Awarded)	Federal Request	Local Match
Operations Management	\$ 46,000	\$ 47,380		\$ 26,680	\$ 19,320
Dispatcher(s)	\$ 45,760	\$ 47,133		\$ 26,541	\$ 19,219
Driver Salaries	\$ 114,400	\$ 117,832		\$ 66,352	\$ 48,048
Mechanic(s)	\$ 15,400	\$ 15,862		\$ 8,932	\$ 6,468
Fringe Benefits	\$ 62,037	\$ 63,898		\$ 35,981	\$ 26,055
Radio	\$ 3,600	\$ 3,708		\$ 2,088	\$ 1,512
Software Maintenance	\$ 4,200	\$ 4,326		\$ 2,436	\$ 1,764
Uniforms	\$ 1,200	\$ 1,236		\$ 696	\$ 504
Fuel	\$ 17,815	\$ 18,349		\$ 10,333	\$ 7,482
Insurance	\$13,200	\$ 13,596		\$ 7,656	\$ 5,544
Operating Supplies	\$ 1,800	\$ 1,854		\$ 1,044	\$ 756
Travel	\$ 500	\$ 515		\$ 290	\$ 210
Tires/Parts/Maintenance	\$ 20,000	\$ 20,600		\$ 11,600	\$ 8,400
Preventive Maintenance	\$ 25,000	\$ 25,750		\$ 14,500	\$ 10,500
<b>Total Operating Costs</b>	<b>\$ 370,912</b>	<b>\$ 382,039</b>	<b>\$ -</b>	<b>\$ 215,129</b>	<b>\$ 155,783</b>
<b>Deductions including Fares Earned</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$11,000</b>		
<b>Net Operating Costs</b>	<b>\$359,912</b>	<b>\$371,039</b>	<b>\$(11,000)</b>	<b>\$208,749</b>	<b>\$151,163</b>

Total Request Admin and Operating	\$499,382	\$514,693		\$320,325	\$179,057
<b>CAPITAL REQUEST</b> This section autopopulates and will not reflect the final award, only the request. The final award for Capital will appear on your Exhibit A and in the reimbursement requests.		<b>Request Year</b>	<b>Request Amount</b>	<b>Federal Request</b>	<b>Local Match</b>
Preventive Maintenance		Year 1	\$25,000	\$20,000	\$5,000
Preventive Maintenance		Year 2	\$25,000	\$20,000	\$5,000
Solar Lighting for bus shelters		Year 1	\$12,900	\$10,320	\$2,580
Ridership/scheduling software		Year 1	\$55,000	\$44,000	\$11,000
			<b>\$ 117,900</b>	<b>\$ 94,320</b>	<b>\$ 23,580</b>



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

**DATE ACTION SUBMITTED:** January 26, 2026

**REGULAR**                       **CONSENT**

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

**SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION R-26-05 SUPPORTING THE BISBEE BUS TRANSIT PROGRAM AND THE USE OF GENERAL FUNDS TO OPERATE THE BISBEE TRANSIT/BUS SYSTEM AS NEEDED THROUGH THE END OF THE 25-26 FEDERAL FISCAL YEAR.**

**FROM: Melanie Greene, Interim Transit Manager - SEAGO**

**RECOMMENDATION: Approve Resolution R-26-05 supporting the Bisbee Bus Transit Program and the use of general funds to operate the Bisbee Bus through September 30, 2026 and direct staff to seek additional funding from Cochise County and the Cochise County Sheriff's Department.**

**PROPOSED MOTION: I move to approve Resolution R-26-05 in support of the Bisbee Bus Transit Program and its continued administration and operation through the use of up to \$159,353.13 in general funds through September 30, 2026 and direct staff to seek funds from Cochise County and the Cochise County Sheriff's Department to further reduce the need for general funds in support of the Bisbee Bus.**

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**DISCUSSION: Each year, the City has received federal rural transit support through AZDOT's 5311 program. This current federal fiscal year, which began October 1, 2025, is insufficient to sustain bus operations through the end of the fiscal year. The anticipated deficit is budgeted at \$159,535.13. Current awarded funds are likely to run out as early as late March and as late as early May. General funds are needed to ensure continued administration and operations of the Bus. Efforts to garner funding from the County for ridership outside the City of Bisbee as well as funding from the Sheriff's Department for the transportation of released inmates may reduce the stated anticipated deficit and need for general funds.**

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**FISCAL IMPACT: \$159,535.13**

**DEPARTMENT LINE ITEM ACCOUNT: 10-99-99100**

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

**Prepared by:** Melanie Greene  
Melanie Greene, Interim  
Transit Manager- SEAGO

**Reviewed by:** Ashlee Coronado  
Ashlee Coronado,  
Interim City Manager

## RESOLUTION R-26-05

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, ARIZONA, EXPRESSING SUPPORT FOR THE BISBEE BUS PROGRAM, ACKNOWLEDGING AN EXPECTED BUDGETARY DEFICIT BETWEEN MARCH AND MAY 2026, DIRECTING CONTINUED OPERATIONS WITHOUT INTERRUPTION, AND AUTHORIZING THE USE OF GENERAL FUNDS TO COVER ANY FUNDING GAPS THROUGH SEPTEMBER 30, 2026, IF OTHER FUNDS ARE UNAVAILABLE.**

**WHEREAS**, the City of Bisbee ("City") provides public transit services through the Bisbee Bus program in order to ensure mobility, access to employment, education, healthcare, commerce, and essential services for residents and visitors; and

**WHEREAS**, the Mayor and Council recognize the Bisbee Bus as an essential public service that supports economic development, social equity, and community well-being; and

**WHEREAS**, current financial projections indicate that the Bisbee Bus program is expected to experience a budgetary deficit of **One Hundred Fifty-Nine Thousand Five Hundred -Thirty-Five- Dollars and Thirteen Cents (\$159,535.13)** between **March 1 and May 31, 2026**; and

**WHEREAS**, the Mayor and Council desire that Bisbee Bus operations **continue without interruption** to avoid adverse impacts on riders and the broader community; and

**WHEREAS**, the Bisbee Bus program is funded through a combination of federal, state, county, private, and local sources, and the timing and availability of such funds can vary during the fiscal period ending **September 30, 2026**; and

**WHEREAS**, the Mayor and Council find it to be in the best interests of the City to ensure continuity of service by authorizing the use of **City General Fund** resources to temporarily cover funding gaps if other sources are unavailable or delayed.

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

1. **Affirmation of Support.** The Mayor and Council hereby affirm their support for the Bisbee Bus program as an essential public service to the community.
2. **Acknowledgment of Projected Deficit.** The Mayor and Council acknowledge the projected **\$159,535.13** deficit for the Bisbee Bus program occurring between **March and May 2026**.
3. **Direction to Maintain Continuous Operations.** City staff are directed to ensure that Bisbee Bus services **continue without interruption** during the fiscal period ending **September 30, 2026**.
4. **Conditional Use of General Funds.** To the extent **federal, state, county, or private funds are unavailable, insufficient, or delayed**, the Mayor and Council hereby authorize the

**temporary use of City General Fund appropriations** to cover any funding gaps necessary to sustain Bisbee Bus operations through **September 30, 2026**, subject to all applicable budgetary and procurement laws and City policies.

5. **Administration and Reporting.** The City Manager and Finance Director (or their designees) are authorized and directed to take all actions necessary to implement this Resolution, including any interfund transfers or budget adjustments allowed by law, and shall provide periodic updates to the Council regarding funding status, expenditures, and efforts to secure non-General Fund sources.
6. **No Expansion of Program Scope.** This authorization is intended to maintain continuity of existing service levels and does not by itself authorize expansion of routes, hours, or capital acquisitions beyond currently approved plans without further Council action.
7. **Severability.** If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions.
8. **Effective Date.** This Resolution shall be effective immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee, Arizona, County of Cochise, State of Arizona, this 3<sup>rd</sup> day of February 2026.**

**APPROVED:**

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**Ken Budge, Mayor**

**ATTEST:**

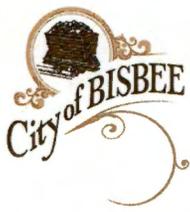
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**Ashlee Coronado, City Clerk**

**APPROVED AS TO FORM:**

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**Joseph D. Estes, City Attorney**



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: 2/3/2026

Regular     Special

DATE ACTION SUBMITTED: 1-26-2026

REGULAR                   CONSENT

TYPE OF ACTION:

RESOLUTION                   ORDINANCE                   FORMAL ACTION                   OTHER

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL OF A NEW POSITION, TRANSIT MANAGER, TO MANAGE THE DAY TO DAY ADMINISTRATION AND OVERSIGHT OF THE BISBEE BUS.**

FROM:                  **Melanie Greene, Interim Transit Manager**

RECOMMENDATION:                  **Approve the new position of Transit Manager.**

PROPOSED MOTION:                  **I move that we approve the new position of Transit Manager to the Public Works Department.**

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**DISCUSSION:** The City of Bisbee has contracted with SEAGO to provide an interim Transit Manager for the Bisbee Bus program. This contract began in October 2025 and expires in March 2026. During this contractual period the interim Transit Manager is working to restructure the transit program to become compliant with federal and state regulations, to manage a federal program audit, to apply for ADOT funding, to assist in developing an RFP for transit operations, and to hire and train a permanent transit manager. Approval of a new Transit Manager position is required to facilitate restructuring and assure sustainability of the program and to afford sufficient time for posting, interviewing, and training a new transit manager before the interim contract expires.

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**FISCAL IMPACT:**                  \$42,400 - \$63,000 in wages and \$11,872 - \$17,640 in ERE for a 12 month period or \$22,612-\$33,600 for a five month, end of fiscal year total . This position is reimbursed at 80% by the ADOT 5311 grant. Local share for a five month period is \$4,522 - \$6,720 and included in the current 5311 budget.

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**DEPARTMENT LINE ITEM ACCOUNT:**                  96-38-99010

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared by: *M Greene*  
Melanie Greene, Interim  
Transit Manager - SEAGO

Reviewed by: *Ashlee Coronado*  
Ashlee Coronado,  
Interim City Manager



## JOB DESCRIPTION

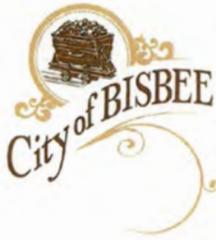
TITLE:	Transit Manager	JOB CODE:	TBD
DEPARTMENT:	Public Works	FLSA:	Non-Exempt
SALARY RANGE:	\$42,400- \$63,000 (FULL TIME)	CLASSIFICATION:	Classified
PREPARED:	2026	UPDATED:	

**SUMMARY:** The Transit Manager is responsible for the oversight, planning, and administration of the rural public transportation program for the City of Bisbee (COB). The Bisbee Bus program serves the City of Bisbee and neighboring unincorporated Naco with a deviated fixed-route system which operates six days a week with a ridership averaging over 25,000 per year. The program is funded through the Federal Transit Administration as part of the Arizona Department of Transportation's (ADOT) 5311 Rural Transit Program.

**ESSENTIAL FUNCTIONS:** As defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills, and other characteristics. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

**REPRESENTATIVE JOB DUTIES:** The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.

- Provides program administrative management and oversight for the deviated fixed-route, rural transit program, Bisbee Bus.
- Coordinates and collaborates with City personnel, stakeholders, and the public to provide safe, efficient, and accessible transportation services to the Bisbee/Naco area.
- Develops and implements policies and procedures that ensure the efficient and reliable delivery of the system.
- Manages budgets, develops funding applications, and identifies resources to ensure the financial sustainability of public transportation services.
- Collaborates with other public sector agencies, such as local governments and transportation providers, to coordinate transportation services, acquire resources, and improve transit infrastructure.
- Oversees the procurement, maintenance and upgrade of transportation equipment and facilities to ensure optimal performance and longevity by developing and maintaining a Transit Asset Management Plan.
- Monitors and analyzes transit data, such as ridership and on-time performance, to identify areas for improvement and make data-driven decisions.
- Communicates with and responds to the needs of transit riders, stakeholders, and the general public to maintain a positive and supportive relationship with the community.
- Maintain adherence to ADOT's Section 5311 Guidebook, FTA regulations and all Federal and State regulatory compliance, reporting requirements, program certifications and assurances.



## **JOB DESCRIPTION**

### **Stakeholder Engagement & Public Outreach**

- Serves as liaison to ADOT, SEAGO, local governments, tribal entities, and community organizations.
- Oversees Transit Advisory Council (TAC) and participates as a member to other TAC organizations.
- Maintains active participation in the Cochise County and regional Mobility Management Coordination Council – facilitated by SEAGO.

### **Education, Experience and Certifications:**

- High school diploma or GED required.
- Valid Arizona Driver's License required.
- Ability to pass Arizona Department of Public Safety background check and obtain Level One Fingerprint Clearance Card.

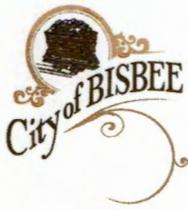
### **Skills & Competencies**

- Experience with FTA Section 5311 or similar grant programs preferred.
- Knowledge of ADOT and FTA transit regulations and reporting systems.
- Strong contract management, budgeting, and analytical skills.
- Excellent communication and stakeholder engagement abilities.
- Proficiency in Microsoft Office, transit software, and GIS tools.

Approved by Mayor and Council – insert date, 2026.

**Reasonable accommodation will be made for those able to perform the essential functions of the job with or without accommodation.**

**City of Bisbee is an equal employment opportunity employer.**



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

DATE ACTION SUBMITTED: January 28, 2026

REGULAR                       CONSENT

**TYPE OF ACTION:**

RESOLUTION                       ORDINANCE                       FORMAL ACTION                       OTHER

**SUBJECT:** Discussion and Possible Approval of Ordinance O-26-04; an ordinance of the Mayor and Council of the City of Bisbee, County of Cochise, State of Arizona, authorizing the sale and transfer of certain property located at 113 E Street, City of Bisbee, County of Cochise, State of Arizona under the city's workforce housing initiative; authorizing the taking of all other actions necessary for the consummation of the transaction contemplated by this ordinance and declaring an emergency

**FROM:** Ashlee Coronado, Interim City Manager

**RECOMMENDATION:** Approve Ordinance

**PROPOSED MOTION:** I move to approve Ordinance O-26-04; an ordinance of the Mayor and Council of the City of Bisbee, County of Cochise, State of Arizona, authorizing the sale and transfer of certain property located at 113 E Street, City of Bisbee, County of Cochise, State of Arizona under the city's workforce housing initiative; authorizing the taking of all other actions necessary for the consummation of the transaction contemplated by this ordinance and declaring an emergency

**DISCUSSION:**

Approval of this Ordinance would authorize the sale of 113 E Street and set the sales price of \$130,000.00. This property is part of the City's Workforce Housing Initiative.

**FISCAL IMPACT:** Sale Proceeds

**DEPARTMENT LINE-ITEM ACCOUNT:** 45-35-10000

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

**Prepared by:** Nina Williams  
Nina Williams,  
Deputy City Clerk

**Reviewed by:** Ashlee Coronado  
Ashlee Coronado,  
Interim City Manager

## **ORDINANCE O-26-04**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AUTHORIZING THE SALE AND TRANSFER OF CERTAIN PROPERTY LOCATED AT 113 E STREET, CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA UNDER THE CITY'S WORKFORCE HOUSING INITIATIVE; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY FOR THE CONSUMMATION OF THE TRANSACTION CONTEMPLATED BY THIS ORDINANCE AND DECLARING AN EMERGENCY**

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

**WHEREAS**, pursuant to Article 2.10 of the City Code, Bisbee Workforce Housing Initiative, the transfer and conveyance of the subject property to Robert Tempelton who meets the eligibility and purchase price requirements; and

**WHEREAS**, the Council, by majority vote, has determined that it would be in the best interests of the City of Bisbee to sell the City's interests in Street, City of Bisbee, County of Cochise, State Arizona and more particularly described in the attached Exhibit A; and,

**WHEREAS**, the City has received a Broker's Price Opinion (BPO) of the value of the property, has received an offer at no less than eight (80%) percent of the BPO for this property and has approved the sale of this property; and,

**WHEREAS**, the sale and transfer of the Property as provided for herein is in the furtherance of the purposes of the City and in the public interest; and

**WHEREAS**, it is necessary for the preservation of the peace, health and safety of the City, an emergency is declared to exist, and this Ordinance shall become immediately operative and in force from and after the date of posting hereof.

**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. The sale of that certain property located at 113 E Street, City of Bisbee, County of Cochise, State Arizona and more particularly described in the attached Exhibit A to Robert Tempelton for the sum of \$130,000.00, to be paid in cash or other certified funds prior to the closing of this transaction, is hereby authorized.

Section 2. The Interim City Manager/City Clerk, Ashlee Coronado, is further authorized to execute a Warranty Deed on behalf of the City for the transfer of this property and to execute any and all additional documents that may be necessary for the completion of this transaction.

Section 3. All actions of the officers and agents of the City which conform to the purposes and intent of this Ordinance and which further the sale of the Property as contemplated by this Ordinance, whether heretofore or hereafter taken, are ratified, confirmed, and approved.

Section 4. The immediate operation of the provisions of this Ordinance is necessary for the preservation of the public peace, health and safety of the City for the reason that the transaction authorized herein must be sold immediately to secure the best, available economic terms thereof; an emergency is, therefore declared to exist, and this Ordinance is enacted as an emergency and shall be in full force and effect immediately upon its passage by the Mayor and Council of the City, as required by law, and it is hereby exempt from the referendum provisions of the Constitution and laws of the State of Arizona. If this Ordinance is not approved by the affirmative vote of three-fourths of all the members of the Mayor and Council of the City, the foregoing declaration of an emergency shall be inoperative, and this Ordinance shall not become operative until thirty (30) days after its passage.

**PASSED, APPROVED AND ADOPTED** by the Mayor and Council of the City of Bisbee on this 3<sup>rd</sup> day of February 2026.

**APPROVED:**

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Ken Budge, Mayor

**ATTEST:**

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Ashlee Coronado, City Clerk

**APPROVED AS TO FORM:**

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Joseph D. Estes, City Attorney  
Pierce Coleman

**EXHIBIT A**  
**PROPERTY DESCRIPTION**

Saginaw Lot 113 Blk 5



**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: February 3, 2026

Regular     Special

**DATE ACTION SUBMITTED:**    January 29, 2026

**REGULAR**                          **CONSENT**   

**TYPE OF ACTION:**

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

**SUBJECT:**    POSSIBLE APPROVAL OF A MOTION TO GO INTO EXECUTIVE SESSION FOR THE FOLLOWING MATTER:

                    1. **An executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the City Attorney related to the City Manager recruitment.**

**FROM:**            **Ken Budge, Mayor**

**RECOMMENDATION:**                      **Approve Motion**

**PROPOSED MOTION:**                      **I move that we enter into executive session per ARS § 38-431.03(A)(3).**

**DISCUSSION:**

A public body may go into Executive Session for the following reasons:

- Per ARS § 38-431.03(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

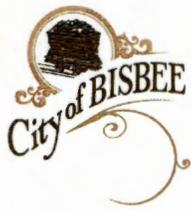
**FISCAL IMPACT:**

**DEPARTMENT LINE-ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

**Prepared by:**    *Nina Williams*  
                            **Nina Williams,**  
                            **Deputy City Clerk**

**Reviewed by:**    *Ashlee Coronado*  
                            **Ashlee Coronado,**  
                            **Interim City Manager**



**REQUEST FOR MAYOR & COUNCIL ACTION**

**Session of: February 3, 2026**

Regular     Special

**DATE ACTION SUBMITTED:** January 29, 2026

**REGULAR**                       **CONSENT**

**TYPE OF ACTION:**

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

**SUBJECT:**    **Discussion and Possible Selection of a firm for City Manager Recruitment Services.**

**FROM:**            **Ken Budge, Mayor**

**RECOMMENDATION:**            **TBD**

**PROPOSED MOTION:**            **I move to approve \_\_\_\_\_ for City Manager Recruitment Services.**

**DISCUSSION:**

Mayor and Council will discuss and select a company to move into negotiations with for the City Manager Recruitment Services.

**FISCAL IMPACT:**

**DEPARTMENT LINE-ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared by: *Nina Williams*  
Nina Williams,  
Deputy City Clerk

Reviewed by: *Ashlee Coronado*  
Ashlee Coronado,  
Interim City Manager