

ATTENTION

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

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

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

AGENDA

AGENDA OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, TO BE HELD ON TUESDAY, APRIL 21, 2020 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____.

ROLL CALL

COUNCIL

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

STAFF

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

CITY ATTORNEY

James Ledbetter

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

**MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:
CALL TO THE PUBLIC**

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

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

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds
2. Approval of the Consent Agenda
 - A. Approval of the Minutes of the Regular Session of Mayor and Council held on March 17, 2020 at 7:00 pm.

Ashlee Coronado, City Clerk

OLD BUSINESS

NEW BUSINESS

3. Public Hearing and Discussion and Possible Approval of Resolution R-20-10; Regarding the Community Development Block Grant Set-Aside Funds for Fiscal Year 2019-2020 to Select a Project and Submit Application.
Theresa Coleman, City Manager
4. Discussion and Possible Approval of Resolution R-20-07; Designating the Saginaw Neighborhood as a Colonia.
Theresa Coleman, City Manager
5. Discussion and Possible Approval of Resolution R-20-08; Designating the Zacatecas Canyon as a Colonia.
Theresa Coleman, City Manager
6. Discussion and Possible Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Farmers Market for the use of Lower Vista Every Saturday from May 1, 2020 through December 26, 2020 from 7:00AM to 2:00PM; this includes set-up and breakdown.
Theresa Coleman, City Manager
7. Discussion and Possible Approval of Resolution R-20-09; Approving Application for and Possible Administration of Grants Written by Volunteer Grant Writers.
Theresa Coleman, City Manager
8. Discussion and Possible Approval of Resolution R-20-05; Submitting to the Electors at the General Election of November 3, 2020, a Proposition to make permanent the Transaction Privilege Tax levied by the voters in 2014 dedicated to Streets and Infrastructure.
Theresa Coleman, City Manager

9. Discussion and Possible Approval of Resolution R-20-14, Submitting to the Electors at the General Election of November 3, 2020, A Proposition to Permanently Increase the Transaction Privilege Tax by an Additional One Percent (1%) Dedicated to Essential Services.
Theresa Coleman, City Manager
10. Discussion and Possible Approval of an Agreement for Airport Operations Manager and Maintenance Services.
Theresa Coleman, City Manager
11. Discussion and Possible Direction to staff to schedule a Work Session for Easements.
Theresa Coleman, City Manager
12. Discussion and Possible Direction to staff to mitigate Sewer Cost and to possibly eliminate late fees and interest on all accounts during the stay at home order.
Theresa Coleman, City Manager
13. Possible Approval of a Motion to go into Executive Session for the Purpose of Discussion and Consultation with City Attorney to provide legal Guidance on pending matters.

Per ARS § 38-431.03(a)(4)(7) , the City Council may vote to go into executive session for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation and for Discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property

David Smith, Mayor

14. Update on the Harris Litigation to include defense costs due from the City.
James Ledbetter, City Attorney
15. Discussion and Possible Approval of a Notice of Intent to Adopt Ordinance O-20-06, Authorizing the Acquisition or Exercise of Interest in Real Property Located within the City of Bisbee.
Theresa Coleman, City Manager
16. Discussion and Possible Approval of Notice of Intent to Adopt Ordinance O-20-07, Authorizing the Acquisition of Real Property Located within the City of Bisbee.
Theresa Coleman, City Manager
17. City Manager's Report:
 - Draft Budget
 - Grade Plan
 - MOU with Fire Department
 - Other Current events (No Discussion)

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

- Councilmember Pawlik would like to comment on the possibility of reopening the Farmers Market at Vista Park.

ADJOURNMENT:

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

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

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

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

#1

Report Criteria:

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-1020100 GASOLINE INVENTORY							
3551	SENERGY PETROLEUM	624221	STREETS FUEL/UNLEADED	03/30/2020	2,524.53	.00	
10-1020200 DIESEL INVENTORY							
3551	SENERGY PETROLEUM	624221	STREETS FUEL/DIESEL	03/30/2020	2,621.71	.00	
10-2020802 DEFERRED COMPENSATION PAYABLE							
1823	NATIONWIDE RETIREMENT SO	20-0409	Nationwide - Deferred Comp	04/09/2020	6,240.14	6,240.14	04/09/2020
10-2020818 UNION DUES PAYABLE							
3677	AZ COPS	20-0404	UNION DUE-POLICE	04/04/2020	210.00	210.00	04/09/2020
1147	BISBEE FIREFIGHTERS LOCAL	20-0404	UNION DUES-FIRE	04/04/2020	337.50	337.50	04/09/2020
10-2021006 PREPAID LEGAL SVCS PAYABLE							
5909	LEGAL SHIELD	20-0406	LEGAL-APR 20	04/06/2020	160.45	160.45	04/09/2020
5909	LEGAL SHIELD	20-0415BFD	LEGAL-BFD-APR 20	04/15/2020	77.70	.00	
10-2021500 ST COMPENSATION FUND PAYABLE							
5327	AZ MUNICIPAL RISK RETENTIO	20-0402	WORKERS COMP 1ST QTR 202	04/02/2020	42,437.08	42,437.08	04/09/2020
10-2024000 PAYROLL GARNISHMENTS PAYABLE							
6902	GURSTEL LAW FIRM, P.C.	20-0407	GARNISHMENT- CV2017-0023	04/07/2020	175.98	175.98	04/09/2020
3271	SUPPORT PAYMENT CLEARING	20-0404	Support Payment Clearing House	04/04/2020	1,772.15	1,772.15	04/09/2020
10-32-10400 BUILDING/SIGN PERMITS							
1769	RAUL VILLASENOR	20-0305	REFUND ON PERMIT	03/05/2020	53.00	.00	
10-34-10880 PARKS USE PERMIT							
7068	MIKE LESSARD	20-0401	REFUND EVENT PERMIT	04/01/2020	202.50	.00	
7069	OLIVIA F LORETO	20-0401	REFUND/EVENT CANCELLED	04/01/2020	130.00	.00	
Total :					58,942.74	51,333.30	
CITY MANAGER							
10-51-13100 BUSINESS TRAVEL							
6970	COLEMAN, THERESA	20-0331	REIMBURSEMENT-MILEAGE/40.	03/31/2020	23.55	.00	
10-51-41500 OFFICE SUPPLIES							
6340	OFFICE DEPOT	462751568001	MOUSEPAD	03/21/2020	4.80	.00	
Total CITY MANAGER:					28.35	.00	
FINANCE DEPARTMENT							
10-52-34000 CONTRACT SERVICES							
6954	ARIZONA WATER COMPANY	20-0407	WATER REPORTS-MARCH 2020	04/07/2020	125.00	125.00	04/08/2020
10-52-43120 OTHER FEES							
5708	AZ DEPT OF REVENUE	20-0414	DSO RELEASE FEES/1ST QTR 2	04/14/2020	9.00	.00	
Total FINANCE DEPARTMENT:					134.00	125.00	
COMMUNITY DEVELOPMENT							
10-54-46542 ANIMAL SHELTER EXPENSES							
3163	AZ STATE PRISON CMLPX-DOU	D08183820200	MILEAGE/ANIMAL SHELTER	03/30/2020	17.50	.00	
Total COMMUNITY DEVELOPMENT:					17.50	.00	
ADMINISTRATION & GENERAL GOV'T							
10-55-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472017090402	915 Tovreaville Rd.- City Hall	04/08/2020	139.45	139.45	04/09/2020
10-55-24000 PHONES							
1791	CENTURY LINK QCC	1488712000	Long Distant / #72745186	04/08/2020	113.74	113.74	04/09/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-55-24110 RENT/LEASE							
1696	COCHISE COUNTY	18-1023	LEASE AGREEMENT-10/23/18-1	10/23/2018	1.00	1.00	04/13/2020
1696	COCHISE COUNTY	19-1023	LEASE AGREEMENT-10/24/19-1	10/23/2019	1.00	1.00	04/13/2020
10-55-34000 CONTRACT SERVICES							
5710	XEROX CORPORATION	99944234	BASE CHARGE & USAGE	04/01/2020	406.06	.00	
10-55-37000 PROPERTY, CASUALTY, LIABILITY							
1139	AZ MUNICIPAL RISK RTNTN PO	40000824-040	ADDITIONAL VEHICLE INSURA	04/08/2020	504.05	504.05	04/09/2020
Total ADMINISTRATION & GENERAL GOVT:					1,165.30	759.24	
PERSONNEL							
10-56-41600 OFFICE SUPPLIES							
6340	OFFICE DEPOT	462751568001	FOLDER FST SFSHLD	03/21/2020	24.76	.00	
Total PERSONNEL:					24.76	.00	
LEGAL SERVICES							
10-57-31100 PROFESSIONAL FEES - LEGAL							
6964	THE LEDBETTER LAW FIRM, PL	100	LEGAL SERVICES	04/01/2020	10,000.00	10,000.00	04/13/2020
Total LEGAL SERVICES:					10,000.00	10,000.00	
WATER SYSTEMS							
10-58-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	7117441000-04	Tombstone Cyn Pump #71174410	04/15/2020	102.85	.00	
10-58-55000 EQUIPMENT REPAIR & MAINT							
7060	CINTAS	OF34523705	RECHARGE, O RING ASSEMBLY	04/01/2020	152.80	.00	
6000	FERGUSON WATERWORKS #30	388036	WB67 ALPHA TUCS	03/31/2020	1,680.47	.00	
Total WATER SYSTEMS:					1,936.12	.00	
INFORMATION SYSTEMS							
10-59-24001 T1 LINE FOR INTERNET ACCESS							
4059	SPARKLIGHT	20-0423/CH	Internet Svc- City Hall /915 S. Tov	04/08/2020	220.81	220.81	04/09/2020
Total INFORMATION SYSTEMS:					220.81	220.81	
POLICE DEPARTMENT							
10-62-11700 WORKERS COMPENSATION							
5327	AZ MUNICIPAL RISK RETENTIO	20-0402	POLICE VLTR	04/02/2020	801.00	801.00	04/09/2020
10-62-12500 RECRUITMENT/EMPLOYEE TESTING							
6516	TRANSUNION RISK AND ALTER	40120	PERSON SEARCH DATA	04/01/2020	18.41	.00	
10-62-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472015946302	192 W. HWY 92 - Police #472-015	04/08/2020	144.68	144.68	04/09/2020
10-62-34000 CONTRACT SERVICES							
5658	RICOH USA INC	103443752	COPIER RENT & MAINT/BPD	03/18/2020	188.13	.00	
1499	RICOH USA, INC	5059034959	COPIER MAINT AGRMNT/BPD	03/06/2020	52.88	.00	
10-62-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLX-DOU	D08122020031	DOC LABOR CREW/BPD	03/27/2020	32.00	.00	
3163	AZ STATE PRISON CMLX-DOU	D08122020031	MILEAGE/BPD	03/30/2020	17.96	.00	
10-62-46000 OPERATIONAL EXPENSES							
5392	COCHISE COUNTY FLEET MAIN	20-0323	CCSO UNIT-134	03/23/2020	2,631.60	.00	
5392	COCHISE COUNTY FLEET MAIN	20-0323	CCSO UNIT-644	03/23/2020	1,249.40	.00	
5392	COCHISE COUNTY FLEET MAIN	20-0323	CCSO UNIT-148	03/23/2020	2,152.75	.00	
5392	COCHISE COUNTY FLEET MAIN	20-0323	CCSO UNIT-649	03/23/2020	1,204.25	.00	
10-62-46624 MOVING, TOWING, STORAGE EXP							
1129	BARNETT'S OXYGEN & TOWIN	16450	TOWING SVC/BPD	03/12/2020	95.00	.00	
1129	BARNETT'S OXYGEN & TOWIN	16453	TOWING SVC/BPD	03/14/2020	95.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1129	BARNETT'S OXYGEN & TOWIN	16455	TOWING SVC/BPD	03/18/2020	95.00	.00	
1129	BARNETT'S OXYGEN & TOWIN	16458	TOWING SVC/BPD	03/24/2020	95.00	.00	
1129	BARNETT'S OXYGEN & TOWIN	16459	TOWING SVC/BPD	03/26/2020	142.50	.00	
1129	BARNETT'S OXYGEN & TOWIN	16460	TOWING SVC/BPD	03/27/2020	95.00	.00	
7000	BARNETT'S TOWING, LLC	427519	TOWING SERVICE	07/28/2019	1,344.50	.00	
10-62-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	219167	BRAKE ROTOR, AIR FILTER, OIL	03/13/2020	274.26	.00	
6536	BISBEE AUTO PARTS	220202	MOUNT PANEL, TOGGLE, WIRE	03/27/2020	112.87	.00	
6760	GRAFIX SHOPPE	133250	DECALS /BPD	03/27/2020	2,031.37	.00	
5649	THOSE GUYS	1279	REPAIR 2011 CHEVY TRUCK B2	03/30/2020	486.50	.00	
10-62-91000 CAPITAL EXPENDITURES							
5392	COCHISE COUNTY FLEET MAIN	20-0323	CCSO UNIT-407	03/23/2020	4,719.35	.00	
5392	COCHISE COUNTY FLEET MAIN	20-0323	CCSO UNIT-109	03/23/2020	3,851.15	.00	
Total POLICE DEPARTMENT:					21,930.56	945.68	
FIRE DEPARTMENT							
10-64-12500 RECRUITMENT/EMPLOYMENT TESTING							
6516	TRANSUNION RISK AND ALTER	40120	PERSON SEARCH DATA	04/01/2020	25.20	.00	
10-64-13400 EDUCATION & TRAINING							
5532	COCHISE COLLEGE-BUSINESS	24659	LAB FEE, PARAMEDICINE	03/30/2020	1,210.00	.00	
10-64-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4361690000-0	645 Tombstone Cyn Sta 2 - #4361	04/15/2020	132.91	.00	
10-64-22000 WATER							
1106	AZ WATER COMPANY	03102028351-	Bisbee Fire Station 1 - #031-02-0	04/15/2020	30.61	.00	
10-64-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472000555002	645 Tombstone Cyn - Fire #47200	04/15/2020	71.64	.00	
1751	SOUTHWEST GAS CORPORATI	472017056702	192 Highway 92 - Fire #1-472-01	04/08/2020	350.52	350.52	04/09/2020
10-64-24001 INTERNET ACCESS FEES							
4059	SPARKLIGHT	20-0423/FS1-1	Internet Svc-Fire Station 1	04/08/2020	68.49	68.49	04/09/2020
10-64-34000 CONTRACT SERVICES							
2542	FIRE PROGRAMS	205519	COMPUTER SUPPORT & UPGR	03/01/2020	946.00	.00	
6172	MMPC	54891	PEST CONTROL-STA#1	04/03/2020	30.00	.00	
6172	MMPC	54897	PEST CONTROL-STA#2	04/03/2020	30.00	.00	
10-64-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	29601	AUGER	04/02/2020	18.19	.00	
10-64-46300 CUSTODIAL SUPPLIES							
1659	ACE HARDWARE	29601	CASCADE	04/02/2020	14.78	.00	
1659	ACE HARDWARE	29601	BOWL BRUSH	04/02/2020	7.97	.00	
10-64-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	29561	SHOE POLISH	03/31/2020	4.19	.00	
10-64-46641 MEDICAL SUPPLIES							
1129	BARNETT'S OXYGEN & TOWIN	2005	OXYGEN & TANK RENTAL	03/31/2020	32.99	.00	
1321	BOUND TREE MEDICAL, LLC	83564589	MEDICAL SUPPLIES/BFD	03/29/2020	318.10	.00	
1321	BOUND TREE MEDICAL, LLC	83567153	MEDICAL SUPPLIES/BFD	03/30/2020	141.27	.00	
10-64-47000 PERMITS & LICENSES							
4010	AZ DEPT OF HEALTH SERVICE	20-0413	RNWL CERTIFICATE OF AMBUL	04/13/2020	250.00	250.00	04/13/2020
10-64-56000 EQUIPMENT REPAIR & MAINT							
1659	ACE HARDWARE	29635	BATTERIES	04/06/2020	33.52	.00	
10-64-56200 NON CAP EQUIP PURCHASES							
7067	TASK FORCE TIPS, LLC	1302860	LOCK INSERTS	04/01/2020	28.49	.00	
10-64-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	220463	WATERPUMP	03/31/2020	263.03	.00	
6536	BISBEE AUTO PARTS	220472	LIFT SUPPORT UNIV, WIPER BL	03/31/2020	205.94	.00	
6536	BISBEE AUTO PARTS	220593	FUEL CAP, OIL DRY	04/01/2020	43.25	.00	
6536	BISBEE AUTO PARTS	220629	AIR FILTER	04/02/2020	26.62	.00	
6536	BISBEE AUTO PARTS	220664	HOSE CLAMP, DOOR LOCK RO	04/02/2020	8.42	.00	
6536	BISBEE AUTO PARTS	220852	AIR BRAKE HOSE	04/06/2020	174.02	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6536	BISBEE AUTO PARTS	220993	SUPPORT 45IN DEP CTR CO W	04/07/2020	69.97	.00	
6536	BISBEE AUTO PARTS	221086	CUT-OFF WHEEL	04/08/2020	122.61	.00	
1532	CITY OF SIERRA VISTA	3148	CHECK FUEL LEAK	03/31/2020	506.02	.00	
6312	W.W. WILLIAMS	4967894-00	PUMP TESTING	03/30/2020	1,125.00	.00	
Total FIRE DEPARTMENT:					6,289.75	669.01	
CITY MAGISTRATE							
10-68-34000 CONTRACT SERVICES							
4825	COCHISE COUNTY TREASURE	2019/20-Q3	CONSOLIDATED COURT 1ST Q	04/08/2020	6,190.17	6,190.17	04/09/2020
4807	JANUS POPPE	32	MAGISTRATE CONTRACT SERV	04/15/2020	500.00	500.00	04/13/2020
Total CITY MAGISTRATE:					6,690.17	6,690.17	
CEMETERY							
10-70-46000 OPERATIONAL EXPENSES							
6754	SITE INDUSTRIES, LLC	19546	ANNUAL LICENSE	01/09/2020	800.00	.00	
Total CEMETERY:					800.00	.00	
BUILDING & MAINTENANCE							
10-74-34000 CONTRACT SERVICES							
7060	CINTAS	OF34523741	RECHARGE, O RING ASSEMBLY	04/02/2020	711.00	.00	
7060	CINTAS	OF34523742	TEST, SERVICE CHARGE, TAMP	04/02/2020	139.95	.00	
4415	CULLIGAN OF TUCSON	112X43222207	DRINKING WATER/PO	03/31/2020	31.90	.00	
6172	MMPC	54968	PEST CONTROL-CH	04/06/2020	110.00	.00	
10-74-50100 BLDG REPAIR & MAINT							
7036	ABC SUPPLY CO-MBA 742	91277517	POLYGLASS POLYBOND G, BA	03/31/2020	1,945.46	.00	
1862	B&D LUMBER & HARDWARE	174769	LUMBER	03/31/2020	67.46	.00	
1862	B&D LUMBER & HARDWARE	174828	CAP NAILS	04/02/2020	23.40	.00	
1862	B&D LUMBER & HARDWARE	174833	CREDIT	04/02/2020	23.40	.00	
6735	CONKLIN ELECTRICAL, ETC, LL	20-0405	DEMO UNSAFE 240V CIRCUIT F	04/05/2020	300.00	.00	
1828	HOME DEPOT CREDIT SERVIC	1614883	PREHUNG DOOR	03/27/2020	279.81	279.81	04/13/2020
1828	HOME DEPOT CREDIT SERVIC	7140081	CREDIT	03/31/2020	276.61	276.61	04/13/2020
7061	PAINTING ETC., LLC	20-0406	FINAL PAYMENT ON RE-ROOF	04/08/2020	2,995.00	2,995.00	04/08/2020
7061	PAINTING ETC., LLC	20-0406XT	SCUPPERS FABRICATION & INS	04/06/2020	2,904.00	2,904.00	04/09/2020
1989	SIERRA VISTA BUILDERS SUPP	73634	4 SCUPPERS	03/31/2020	110.13	.00	
Total BUILDING & MAINTENANCE:					9,318.10	5,902.20	
PUBLIC WORKS ADMINISTRATION							
10-75-12500 RECRUITMENT/EMPLOYEE TESTING							
6516	TRANSUNION RISK AND ALTER	40120	PERSON SEARCH DATA	04/01/2020	12.90	.00	
10-75-34000 CONTRACT SERVICES							
7060	CINTAS	OF34523740	RECHARGE, O RING ASSEMBLY	04/02/2020	221.75	.00	
5710	XEROX CORPORATION	99944242	BASE CHARGE & USAGE/PW	04/01/2020	95.79	.00	
10-75-42040 ADVERTISING							
1153	BISBEE OBSERVER	2508	DISPLAY AD/USE OF CDBG FUN	04/08/2020	289.80	.00	
10-75-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	5016716218	CUSTODIAL SUPPLIES-GLOVE	04/09/2020	307.59	.00	
Total PUBLIC WORKS ADMINISTRATION:					927.83	.00	
GARAGE							
10-77-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472100101800	4 Tovreaville Rd. 50% Garage	04/08/2020	218.81	218.81	04/09/2020
10-77-34000 CONTRACT SERVICES							
1129	BARNETT'S OXYGEN & TOWIN	2006	OXYGEN & TANK RENTAL	03/31/2020	37.70	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7080	CINTAS	4046991062	UNIFORMS-GAR	04/01/2020	71.33	.00	
7080	CINTAS	4047546008	UNIFORMS-GAR	04/08/2020	70.76	.00	
7060	CINTAS	9084392156	WATERBREAK COOLER-GAR	03/31/2020	9.78	.00	
7060	CINTAS	OF34523707	RECHARGE, O RING ASSEMBLY	04/01/2020	522.80	.00	
4415	CULLIGAN OF TUCSON	112X43209006	DRINKING WATER/GARAGE	03/31/2020	142.08	.00	
6172	MMP	54970	PEST CONTROL-GAR	04/06/2020	50.00	.00	
10-77-46000 OPERATIONAL EXPENSES							
6536	BISBEE AUTO PARTS	220430	NITRILE GLOVES	03/31/2020	10.95	.00	
6536	BISBEE AUTO PARTS	220936	NITRILE GLOVES	04/07/2020	22.99	.00	
10-77-55200 NON CAP EQUIP PURCHASES							
6536	BISBEE AUTO PARTS	220430	EXT STAR SK SET	03/31/2020	82.19	.00	
6536	BISBEE AUTO PARTS	220932	HAMMER	04/07/2020	12.75	.00	
10-77-62007 OTHER FLUIDS & LUBRICANTS							
3551	SENERGY PETROLEUM	627534	STREETS -MEGAFLOW AW 88	04/09/2020	1,182.70	.00	
Total GARAGE:					2,434.84	218.81	
BUILDING INSPECTOR							
10-79-34000 CONTRACT SERVICES							
5392	COCHISE COUNTY FLEET MAIN	BISBEE 20-09	FLEET CHARGES-MAR 20/BI	04/14/2020	191.70	.00	
Total BUILDING INSPECTOR:					191.70	.00	
PARKS							
10-80-22000 WATER							
1106	AZ WATER COMPANY	03102062101-	Garfield Park TC- Parks-#031-02-	04/15/2020	64.40	.00	
10-80-34000 CONTRACT SERVICES							
7080	CINTAS	4046991062	UNIFORMS-PARKS	04/01/2020	22.50	.00	
7060	CINTAS	4047546008	UNIFORMS-PARKS	04/08/2020	21.93	.00	
7060	CINTAS	9084392156	WATERBREAK COOLER-PKS	03/31/2020	9.77	.00	
7060	CINTAS	OF34523706	VERIFICATION COLLAR, VALVE	04/01/2020	328.80	.00	
1893	LAL ENTERPRISES, INC	28261	PORTA POTS	03/31/2020	126.00	.00	
10-80-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08122020031	MILEAGE/PARKS/CHECKER	03/31/2020	20.30	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08230020200	MILEAGE/PARKS/SUPERVISED	03/30/2020	247.42	.00	
10-80-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	29632	CUTEND MOPHEAD, DISP GLO	04/06/2020	18.72	.00	
1659	ACE HARDWARE	29659	CHAIN COIL, PADLOCK	04/08/2020	36.15	.00	
1862	B&D LUMBER & HARDWARE	174914	CAUTION TAPE, RED DUCT TAP	04/07/2020	31.23	.00	
1862	B&D LUMBER & HARDWARE	174953	CUT-OFF POLY RISER, FIP COU	04/09/2020	23.63	.00	
10-80-46802 LANDSCAPING MATERIALS							
1659	ACE HARDWARE	29672	BUBBLER	04/09/2020	4.45	.00	
10-80-55200 NON CAP EQUIP PURCHASES							
1862	B&D LUMBER & HARDWARE	174834	STAKE WOOD, RUBBER MALLE	04/02/2020	31.67	.00	
Total PARKS:					986.97	.00	
SWIMMING POOL							
10-81-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2409211000-04	Quality Hill - Pool #2409211000	04/15/2020	244.29	.00	
10-81-34000 CONTRACT SERVICES							
7060	CINTAS	OF34523718	RECHARGE, O RING ASSEMBLY	04/02/2020	437.30	.00	
Total SWIMMING POOL:					681.59	.00	
LIBRARY							
10-83-11700 WORKERS COMPENSATION							
5327	AZ MUNICIPAL RISK RETENTIO	20-0402	LIBRARY VLNTR	04/02/2020	281.24	281.24	04/09/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-83-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	3331410000-0	6 MAIN St Library - Library -#3331	04/15/2020	319.92	.00	
10-83-34000 CONTRACT SERVICES							
5954	IRONHAWK ELEVATOR, LLC	202004043	MONTHLY MAINT/APR 20	04/03/2020	113.30	.00	
1499	RICOH USA, INC	5059241559	COPIER MAINT AGRMNT/LIB	04/01/2020	55.34	.00	
5710	XEROX CORPORATION	999442040	BASE CHARGE & USAGE/LIB	04/01/2020	192.31	.00	
5710	XEROX CORPORATION	99944241	BASE CHARGE & USAGE/LIB	04/08/2020	53.42	.00	
10-83-41500 OFFICE SUPPLIES							
1842	DEMCO INCORPORATED	6791853	SUPPLIES/LIBRARY	03/30/2020	206.77	.00	
10-83-46831 BOOKS							
1125	BAKER & TAYLOR, INC.	5016111840	BOOKS/LIBRARY	03/30/2020	16.33	.00	
10-83-50100 BLDG REPAIR & MAINT							
1862	B&D LUMBER & HARDWARE	174851	CAULK, PREM DIA BLADE	04/02/2020	24.85	.00	
1862	B&D LUMBER & HARDWARE	174957	CHIP BRUSH, GRAPHITE	04/09/2020	24.16	.00	
1445	HODGES GLASS COMPANY INC	4501	WINDOW REPLACEMENT	04/10/2020	390.00	.00	
10-83-91000 CAPITAL EXPENDITURES							
7036	ABC SUPPLY CO-MBA 742	90937941	ROOFING SUPPLIES	03/17/2020	4,024.61	4,024.61	04/09/2020
1862	B&D LUMBER & HARDWARE	174775	FABRIC MEMBRANE	03/31/2020	74.11	.00	
1862	B&D LUMBER & HARDWARE	174822	ROOFING MATERIALS	04/02/2020	161.74	.00	
1862	B&D LUMBER & HARDWARE	174824	DRIP EDGE, METAL FLASHING,	04/02/2020	64.84	.00	
1862	B&D LUMBER & HARDWARE	174848	ROOFING MATERIALS	04/02/2020	76.13	.00	
Total LIBRARY:					6,079.07	4,305.85	
SENIOR CITIZENS CENTER							
10-85-34000 CONTRACT SERVICES							
7060	CINTAS	OF34523704	RECHARGE, O RING ASSEMBLY	04/01/2020	725.95	.00	
10-85-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08122020031	MILEAGE/SENIOR CENTER	03/30/2020	20.30	.00	
Total SENIOR CITIZENS CENTER:					746.25	.00	
Total GENERAL FUND:					127,546.41	81,170.07	
TRANSIENT ROOM TAX							
FUND EXPENDITURES							
20-40-11700 WORKERS COMPENSATION							
5327	AZ MUNICIPAL RISK RETENTIO	20-0402	VISITOR CTR VLNTR	04/02/2020	10.68	10.68	04/09/2020
20-40-34000 CONTRACT SERVICES							
6971	DOG CAT MOUSE MEDIA	98	DISCOVER BISBEE MARKETIN	04/04/2020	2,916.66	2,916.66	04/09/2020
Total FUND EXPENDITURES:					2,927.34	2,927.34	
Total TRANSIENT ROOM TAX:					2,927.34	2,927.34	
STREETS							
FUND EXPENDITURES							
21-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	1032111000-04	Az Street St Lights #1032111000	04/08/2020	4,584.26	4,584.26	04/09/2020
1879	AZ PUBLIC SERVICE (3 of 3)	AR0480007139	UTILITY POLES/STREETS	04/13/2020	1,759.13	.00	
21-40-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472100101800	25% Streets	04/08/2020	109.41	109.41	04/09/2020
21-40-34000 CONTRACT SERVICES							
7060	CINTAS	4046991062	UNIFORMS-STREETS	04/01/2020	51.67	.00	
7060	CINTAS	4047546008	UNIFORMS-STREETS	04/08/2020	51.11	.00	
7060	CINTAS	9084392156	WATERBREAK COOLER-STR	03/31/2020	9.77	.00	
5392	COCHISE COUNTY FLEET MAIN	BISBEE 20-09	FLEET CHARGES-MAR 20/STR	04/14/2020	287.10	.00	
6448	UNIFIRST CORPORATION	3101004392	UNIFORMS/STR	01/01/2020	54.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
21-40-34100 DOC WORKERS							
3183	AZ STATE PRISON Cmplx-Dou	D08349120200	MILEAGE/STREETS/SUPERVIS	03/31/2020	231.85	.00	
21-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	174751	PUSH BROOM, CORN BROOM	03/31/2020	46.80	.00	
1862	B&D LUMBER & HARDWARE	174884	WRCKER BLADE, POWER BIT, I	04/06/2020	62.29	.00	
21-40-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	174776	FLEXVOLT BATTERY	03/31/2020	146.31	.00	
1862	B&D LUMBER & HARDWARE	174902	PREMIX CONCRETE, GLASS S	04/07/2020	8.94	.00	
6536	BISBEE AUTO PARTS	220440	NITRILE GLOVES	03/31/2020	48.18	.00	
6536	BISBEE AUTO PARTS	221145	MAC DRY GRAPHITE LUB	04/09/2020	8.29	.00	
7066	INTERWEST SAFETY SUPPLY, L	49317	SIGNS	03/25/2020	433.66	.00	
21-40-55010 EQUIPMENT RENTAL							
6013	UNITED RENTALS (NORTH AME	180242655-00	BOOM RENTAL	03/30/2020	2,491.21	.00	
21-40-55200 NON CAP EQUIP PURCHASES							
1862	B&D LUMBER & HARDWARE	174907	WIRE ROLLER FRAME, HANDL	04/07/2020	94.18	.00	
21-40-61000 VEHICLE PARTS & LABOR							
5618	HOLTZ INDUSTRIES, INC.	559182	PUMP (DMD 400)	03/23/2020	494.00	.00	
5618	HOLTZ INDUSTRIES, INC.	560212	PUMP D-M	04/07/2020	490.00	.00	
2227	UTILITY TRAILER SALES OF AZ	02P62223	PUMP CABLE	04/08/2020	53.99	.00	
21-40-62002 TIRES							
1854	W R RYAN - FIRESTONE	T17689	TIRES	03/11/2020	1,334.80	.00	
21-40-91000 CAPITAL EXPENDITURES							
7070	METROQUIP	E00093	OIL DISTRIBUTION TRUCK	04/14/2020	67,000.00	.00	
Total FUND EXPENDITURES:					79,851.40	4,693.67	
Total STREETS:					79,851.40	4,693.67	
AIRPORT FUND							
FUND EXPENDITURES							
50-40-22000 WATER							
1584	NACO WATER COMPANY LLC	090016500-04-	Airport Water	03/08/2020	44.37	44.37	04/09/2020
50-40-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472016093802	Bisbee JcT - Airport Rd #472-016	04/08/2020	74.58	74.58	04/09/2020
50-40-46000 OPERATIONAL EXPENSES							
7060	CINTAS	OF34523739	RECHARGE, O RING ASSEMBLY	04/02/2020	414.15	.00	
1828	HOME DEPOT CREDIT SERVIC	7511325	MINI BLINDS	03/31/2020	298.70	298.70	04/13/2020
50-40-50100 BLDG REPAIR & MAINT							
1859	ACE HARDWARE	29604	FAUCET PARTS, WAX EXTENDE	04/02/2020	545.33	.00	
1859	ACE HARDWARE	29692	DRYWALL, SCREWS	04/11/2020	76.76	.00	
1862	B&D LUMBER & HARDWARE	174847	GREEN FLOAT	04/02/2020	5.64	.00	
Total FUND EXPENDITURES:					1,459.53	417.65	
Total AIRPORT FUND:					1,459.53	417.65	
POLICE SPECIAL REVENUE& GRANTS							
FUND EXPENDITURES							
53-40-35005 COMMUNICATIONS SYSTEM							
6854	LEAVITT COMMUNICATIONS	7068841	RADIO EQUIPMENT	10/24/2019	578.27	.00	
6854	LEAVITT COMMUNICATIONS	7068919	RADIO EQUIPMENT	11/19/2019	1,315.46	.00	
6854	LEAVITT COMMUNICATIONS	7069227	RADIO EQUIPMENT	03/13/2020	413.94	.00	
Total FUND EXPENDITURES:					2,307.67	.00	
Total POLICE SPECIAL REVENUE& GRANTS:					2,307.67	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SEWER FUND							
FUND EXPENDITURES							
54-40-13100 BUSINESS TRAVEL							
1671	CORONADO, ANGELICA	20-0408	RMBST- MILEAGE/138.1 DROP	04/08/2020	80.09	.00	
54-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	1002920000-0	940 W. Purdy Ln San Jose WW -#	04/08/2020	7,766.58	7,766.58	04/09/2020
54-40-34000 CONTRACT SERVICES							
7060	CINTAS	4046991082	UNIFORMS-WW	04/01/2020	32.49	.00	
7060	CINTAS	9080927565	CREDIT-WW	03/02/2020	7.05-	.00	
7060	CINTAS	9082401282	CREDIT-WW	03/13/2020	7.05-	.00	
7060	CINTAS	9084392156	WATERBREAK COOLER-WW	03/31/2020	9.78	.00	
6448	UNIFIRST CORPORATION	3101004393	UNIFORMS/WW	01/01/2020	38.04	.00	
54-40-45100 DISPOSABLE EQUIP & TOOLS							
6536	BISBEE AUTO PARTS	220432	TIE DOWN	03/31/2020	49.31	.00	
54-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	29577	LEATHER GLOVES, RECIP BLA	04/01/2020	53.76	.00	
1659	ACE HARDWARE	29629	PLASTIC BUCKET, NITRILE GLO	04/06/2020	56.32	.00	
1659	ACE HARDWARE	29630	SHOVEL, METHOD FMHND, PL	04/06/2020	53.51	.00	
1659	ACE HARDWARE	29658	HOSE HANGER, ABS VENT INLI	04/08/2020	25.10	.00	
1659	ACE HARDWARE	29666	SPRAYPAINT	04/09/2020	12.09	.00	
1659	ACE HARDWARE	29667	MINI HACKSAW, SPONGE, CAU	04/09/2020	13.94	.00	
1862	B&D LUMBER & HARDWARE	172957	GAP & CRACK FM SEALANT, LE	01/02/2020	37.18	.00	
1862	B&D LUMBER & HARDWARE	174791	LEATHER GLOVES, DUSTING C	04/01/2020	24.39	.00	
1862	B&D LUMBER & HARDWARE	174793	OIL, NAIL CLAW	04/01/2020	42.27	.00	
1862	B&D LUMBER & HARDWARE	174832	PREMIX CONCRETE	04/02/2020	44.72	.00	
1862	B&D LUMBER & HARDWARE	174936	PREMIX CONCRETE, GLASS S	04/08/2020	45.98	.00	
1862	B&D LUMBER & HARDWARE	174955	HOSE HANGER, FEMALE HOSE	04/09/2020	12.46	.00	
6536	BISBEE AUTO PARTS	220470	5 GL BUCKET, TOWELS, DEGRE	03/31/2020	54.53	.00	
6536	BISBEE AUTO PARTS	220510	SHOP TOWELS, TUB O TOWEL	03/31/2020	23.84	.00	
6536	BISBEE AUTO PARTS	220605	NITRILE GLOVES, MINI DIFFUS	04/01/2020	32.62	.00	
6536	BISBEE AUTO PARTS	220857	DEGREASER	04/06/2020	6.69	.00	
6536	BISBEE AUTO PARTS	220934	DEGREASER, NEW PIG ABSMA	04/07/2020	56.20	.00	
6536	BISBEE AUTO PARTS	221031	GLASS CLEANER, PURPLE PO	04/08/2020	12.41	.00	
1241	COCHISE COUNTY RECORDER	20-0409	RECORDED LIENS	04/09/2020	75.00	75.00	04/09/2020
6000	FERGUSON WATERWORKS #30	387170	M/HOLE HOOK, SAF PURP INV	03/31/2020	307.67	.00	
6652	POLLARD WATER	160410	SMOKE TESTER KITS	02/20/2020	2,199.78	.00	
6652	POLLARD WATER	161750	LIQUID SMOKE	03/06/2020	227.04	.00	
6652	POLLARD WATER	CMC160410	CREDIT	03/06/2020	227.04-	.00	
54-40-46543 MANHOLE, PIPE & FITTINGS							
1862	B&D LUMBER & HARDWARE	174760	PVC PIPE, PVC ELBOW, PP INT	03/31/2020	34.26	.00	
1862	B&D LUMBER & HARDWARE	174895	2 WAY CLEANOUT TEE, MPT PL	04/06/2020	34.58	.00	
1862	B&D LUMBER & HARDWARE	174923	ABS ELBOW, ABS COMB TEE, A	04/07/2020	118.17	.00	
6000	FERGUSON WATERWORKS #30	386454	KODIAK SEWER SWR VALVE, P	03/31/2020	401.82	.00	
54-40-55200 NON CAP EQUIP PURCHASES							
1659	ACE HARDWARE	29668	25' EXT CORD	04/09/2020	18.61	.00	
1862	B&D LUMBER & HARDWARE	174936	MAGNES FLOAT	04/08/2020	25.84	.00	
1862	B&D LUMBER & HARDWARE	174965	RATCHET	04/08/2020	18.62	.00	
6536	BISBEE AUTO PARTS	220857	TACTICAL GLOVES	04/06/2020	23.44	.00	
54-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	220570	BRAKE MASTER CYLINDER	04/01/2020	107.40	.00	
Total FUND EXPENDITURES:					11,935.37	7,841.58	
Total SEWER FUND:					11,935.37	7,841.58	

SANITATION FUND
FUND EXPENDITURES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
56-40-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472100101800	25% Sanatation	04/08/2020	109.41	109.41	04/09/2020
56-40-34000 CONTRACT SERVICES							
7060	CINTAS	4046991062	UNIFORMS-SANITATION	04/01/2020	86.63	.00	
7060	CINTAS	4047546008	UNIFORMS-SANITATION	04/08/2020	86.06	.00	
7060	CINTAS	4047546008	UNIFORMS-WWV	04/08/2020	31.93	.00	
7060	CINTAS	9080927565	CREDIT-SAN	03/02/2020	7.06-	.00	
7060	CINTAS	9082401282	CREDIT-SAN	03/13/2020	7.06-	.00	
7060	CINTAS	9084392156	WATERBREAK COOLER-SAN	03/31/2020	9.77	.00	
56-40-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08122020031	MILEAGE/SANITATION	03/30/2020	17.50	.00	
56-40-46000 OPERATIONAL EXPENSES							
6536	BISBEE AUTO PARTS	220567	NITRILE GLOVES	04/01/2020	12.05	.00	
56-40-46561 COUNTY TIPPING FEE							
3181	COCHISE COUNTY TREASURE	28024	MUNICIPAL WASTE/HOUSEHOL	03/31/2020	21,934.12	.00	
56-40-46562 RECYCLING PROGRAM							
3163	AZ STATE PRISON CMLPX-DOU	D08122020031	MILEAGE/RECYCLE	03/30/2020	20.30	.00	
5957	BARNETT'S PROPANE, LLC	0277-34	PROPANE	03/27/2020	66.13	.00	
5957	BARNETT'S PROPANE, LLC	20-0331FC	FINANCE CHARGE	03/31/2020	1.59	.00	
1153	BISBEE OBSERVER	2489	DISPLAY AD/EMPLOYMENT	03/25/2020	41.71	.00	
7060	CINTAS	4047546008	UNIFORMS-RECYCLING	04/08/2020	13.35	.00	
1893	LAL ENTERPRISES, INC	28282	PORTA POTS	03/31/2020	73.50	.00	
2383	MADDUX & SON'S INC.	82345	CONCRETE	03/17/2020	1,040.53	.00	
6516	TRANSUNION RISK AND ALTER	40120	PERSON SEARCH DATA	04/01/2020	6.30	.00	
1854	W R RYAN - FIRESTONE	T17599	TIRES	03/04/2020	343.11	.00	
1854	W R RYAN - FIRESTONE	T17646	TIRES	03/09/2020	623.56	.00	
56-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE AUTO PARTS	220991	TXREEL WIRE, HOSE FITTING	04/07/2020	449.34	.00	
5618	HOLTZ INDUSTRIES, INC.	559328	DA VALVE SECTION	03/25/2020	226.36	.00	
Total FUND EXPENDITURES:					25,179.13	109.41	
Total SANITATION FUND:					25,179.13	109.41	
QUEEN MINE FUND							
FUND EXPENDITURES							
59-40-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08102020020	DOC LABOR CREW/QM	02/11/2020	56.00	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08122020031	DOC LABOR CREW/QM	03/27/2020	60.00	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08122020031	MILEAGE/QM	03/30/2020	46.44	.00	
59-40-42040 ADVERTISING							
1145	HERALD REVIEW MEDIA	320493847	ADVERTISING-QM	03/27/2020	425.38	.00	
59-40-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	29547	DRILL BIT	03/30/2020	7.99	.00	
59-40-55000 EQUIPMENT REPAIR & MAINT							
1659	ACE HARDWARE	29570	BLACK COVER	03/31/2020	2.60	.00	
1659	ACE HARDWARE	29585	MINING WEDGE	04/01/2020	22.85	.00	
1659	ACE HARDWARE	29586	LUMBER	04/01/2020	2,774.92	.00	
59-40-55100 REPAIR & MAINT - OTHER							
1659	ACE HARDWARE	29490	CONCRETE MIX	03/24/2020	16.18	.00	
1659	ACE HARDWARE	29521	OUTLET BOX, WIRE, TIE CABLE	03/26/2020	262.55	.00	
1659	ACE HARDWARE	29547	SPRAYPAINT	03/30/2020	11.81	.00	
Total FUND EXPENDITURES:					3,686.72	.00	
Total QUEEN MINE FUND:					3,686.72	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
BISBEE BUS FUND							
FUND EXPENDITURES							
96-40-41606 CONTRACTOR OPERATING EXPENSES							
6391	CITY OF DOUGLAS	20200318616	BUS OPERATING SERVICES/FE	03/18/2020	19,815.25	.00	
96-40-41607 CITY OPERATING EXPENSE							
6536	BISBEE AUTO PARTS	219837	SWITCH/HARNESS KIT	03/23/2020	105.65	.00	
6536	BISBEE AUTO PARTS	220120	OIL FILTER, OIL, WINDSHIELD	03/26/2020	94.91	.00	
6536	BISBEE AUTO PARTS	220165	SHOCK	03/26/2020	104.23	.00	
1671	CORONADO, ANGELICA	20-0406	RMBST- MILEAGE/25.5/ POLICE/	04/06/2020	14.79	.00	
6084	CREATIVE BUS SALES, INC.	13040475	HARN-ROLL STOP FRONT W/S	03/26/2020	49.51	.00	
6084	CREATIVE BUS SALES, INC.	5197306	PROXIMITY SENSORS	03/19/2020	63.50	.00	
5710	XEROX CORPORATION	99944242	BASE CHARGE & USAGE/BUS	04/01/2020	31.83	.00	
Total FUND EXPENDITURES:					20,279.77	.00	
Total BISBEE BUS FUND:					20,279.77	.00	
Grand Totals:					275,173.34	97,159.72	

Dated: _____

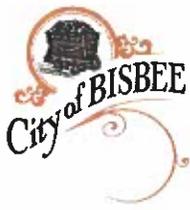
Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

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



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: <u>April 16, 2020</u>			
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>		
TYPE OF ACTION:			
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>	FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON MARCH 17, 2020 AT 7:00 PM			

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on March 17, 2020 at 7:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

This meeting was closed to the public due to Covid19.

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, MARCH 17, 2020 AT 7:00 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL

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

STAFF

Theresa Coleman, City Manager
Ashlee Coronado, City Clerk
Joelle Landers, Personnel Director
Jesus Haro, Public Works Director
George Castillo, Fire Chief

CITY ATTORNEY

William Macdonald

INVOCATION: Mayor Smith asked for a moment of silence for all the countries that Covid 19 was ravaging as well as the United States, even our state of Arizona.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith said that he had a conference with Senator Sinema and other mayors to keep an ongoing dialogue with the changes with Covid 19. Mayor Smith said that he met with the governor's office today and they would be giving daily briefings regarding Covid 19.
- Mayor Smith said that he was pulling item 2E and 2F from the Consent Agenda.

CALL TO THE PUBLIC- Public Comments were submitted by email and read aloud by Joelle Landers due to the social distancing requirements.

- Submitted by Brad Edwards, Bisbee resident commented on item 8 of the Agenda. He said that he wanted to receive some clarification. He was unhappy with the way that the reductions were being calculated and said that it was hard to find the clarification on the website. He requested that the information be made available in a clearer location.

- Submitted by Kenneth Budge, Bisbee resident. Mr. Budge requested that items 3, 7,8 and 9 be pulled and brought back up when things got back to normal and the public could attend. He also requested that the Mayor hold future items that were not essential to running the city. He urged Council to table those items.
- Submitted by Steve Pauken, Bisbee resident. Mr. Pauken commented on the MOU regarding interfacility transports. He requested clarification regarding the fiscal impact. He stressed that this decision was more than a change in protocol it impacted many things like the general fund budget.
- Submitted by Claire Chaffee, Bisbee resident. Ms. Chaffee requested that Council pull items 3, 7, 8 and 9 until the time when citizens are able to express themselves to council in person.

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 \$142,391.78.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

A. Approval of the Minutes of the Regular Session of Mayor and Council held on February 18, 2020 at 7:00 pm.

Ashlee Coronado, City Clerk

B. Approval of the Appointment of Jade Luinstra to the Youth Council.

Ashlee Coronado, City Clerk

C. Approval of the Appointment of Rubi Luinstra to the Youth Council.

Ashlee Coronado, City Clerk

D. Approval of the Appointment of Angelica Johnson to the Library Advisory Board.

Ashlee Coronado, City Clerk

E. Approval of a Park Facility and Right of Way Use Permit for the use of Grassy Park and Five adjacent parking spaces on Main Street for the Friends of the Bisbee Animal Shelter Animal Resource Fair to be held on Saturday, April 25, 2020 from 8:30 am to 6:30 pm, this includes set up and breakdown.

Ashlee Coronado, City Clerk

This item was pulled from the agenda.

F. Approval of a Special Liquor License Application submitted by Central School Project for and event to be held at Central School located at 43 Howell Avenue, Bisbee, Arizona on Friday, May 1, 2020 from 4:30 pm to 10:30 pm, Laurie McKenna; Applicant.

Ashlee Coronado, City Clerk

This item was pulled from the agenda.

- G. Approval of a Liquor License Application for POCO located at 15 Main Street, Bisbee, AZ,
Kelly Galligan, Applicant.
Ashlee Coronado, City Clerk

MOTION: Councilmember Cline moved to approve the consent agenda items 2A-D and G
SECOND: Councilmember Pawlik

ROLL CALL VOTE:

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

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

OLD BUSINESS

3. Discussion and Possible Approval of a Notice of Intent to Adopt Ordinance O-20-01; Amending the City Code Section 10.1.8, Nuisance.
Theresa Coleman, City Manager

Ms. Coleman explained that this had been considered in the past and there were concerns brought up regarding the entertainment district.

Mr. William Macdonald addressed the changes to the noise in the entertainment district.

MOTION: Councilmember Hansen moved to approve the Notice of Intent to Adopt Ordinance O-20-01; Amending the City Code Section 10.1.8, Nuisance.
SECOND: Councilmember Pawlik

ROLL CALL VOTE:

AYES: Councilmember Pawlik, Giacomino, Hansen and Mayor Smith.

NAYS: Councilmember Higgins, Johns and Cline

MOTION PASSED: AYES -4; NAYS -3

NEW BUSINESS

4. Discussion and Possible Action regarding the Senatorial request for a Declaration of Emergency.
David M. Smith, Mayor

Mayor Smith explained during his call with Senator Sinema she requested that all of the Mayors in the state declare a state of emergency. Her reason in doing this was so that if we started to lose funds we would be able to request state and federal assistance. Senator Sinema also requested that bars and restaurants be closed and congregation of people be kept to 10 people or less. Mayor Smith went on to say that at this time he was not going to declare a state of emergency. There were currently a total of 20 cases in the state of Arizona and none in Cochise County. He informed Council that he had contacted restaurants and bars in the city to brief them on the situation. He explained that should we have to go to the next step of declaring a state of emergency he hoped he had Council's backing on that.

Mayor Pro Tempore Pawlik said that he respected the Mayor's decision and would back him on that.

Councilmember Giacomino asked if not declaring a state of emergency would set us back for any sort of funding. She also asked how it would affect the borders.

Mayor Smith responded no it would not affect funding and at this time it was not affecting the border.

Council discussed the issue and Ms. Coleman gave an update on the changes to city functions to include City Hall, the Library, Queen Mine and Visitor Center.

Mayor Pro Tempore Pawlik cautioned the Mayor not to wait too long to declare an emergency, because it was here.

5. Discussion and Possible Approval for the Bisbee Arts Commission to sponsor Kate Scott's Book on the Impact of the Border Wall on the River and Wildlife in the amount of \$1,000.00 to publish 200 copies from the Bisbee Arts Commission Fund.

Bill Higgins, Council Liaison

Councilmember Higgins explained that this was unanimously approved by the Bisbee Arts Commission.

MOTION: Councilmember Higgins moved to approve the sponsorship by the Bisbee Arts Commission to sponsor Kate Scott's book on the impact of the border wall on the River and Wildlife in the amount of \$1000 to publish 200 copies.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

6. Discussion and Possible Approval for the Bisbee Arts Commission to sponsor the Central School Projects Make Youth Arts Festival 2020 in the amount of \$350 from the Bisbee Arts Commission Fund.

Bill Higgins, Council Liaison

Councilmember Higgins explained that this event had been postponed but still needed the funds for the future event. Councilmember Higgins explained that this was also approved unanimously by the Bisbee Arts Commission.

MOTION: Councilmember Higgins moved to approve the sponsorship by the Bisbee Arts Commission to sponsor the Central School Project make youth arts Festival 2020 in the amount of \$350.

SECOND: Mayor Pro Tempore Pawlik

MOTION PASSED: UNANIMOUSLY

7. Discussion and Possible Approval of a Memorandum of Understanding related to Medical Transport Service.

George Castillo, Fire Chief

Chief Castillo gave history on the memorandum of understanding. He explained that this MOU would change how these medical transports would take place. Due to staffing shortage they were not able to take the volume of transports that they had in the past. He explained that this would allow the city to do all in County transports. Chief Castillo also commented on the wear and tear on the ambulance vehicles.

Lieutenant Villasenor, explained how transports were currently working and how they were billed. He also explained the safety issue involved in transports.

Chief Castillo went over the transportation numbers over the last few years.

Mayor Pro Tempore Pawlik said that he had researched this issue. He said that they had a tough job. He realized that there was a fiscal issue but he wanted to err on the side a safety.

Council discussed this memorandum in comparison to the existing one along with the financial impacts.

Councilmember Cline said that it was always about safety, and as a Council they needed to look at vehicle replacement.

MOTION: Councilmember Higgins moved to approve the Memorandum of Understanding related to Medical Transport Services.

SECOND: Councilmember Pawlik

ROLL CALL VOTE:

AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen and Mayor Smith.

NAYS: Councilmember Cline

MOTION PASSED: AYES -6; NAYS -1

8. Discussion and Possible Approval of a Notice of Intent to Adopt Ordinance O-20-04, Amending the City Code to Repeal and Remove Fees within the City Code and Approval of a City Fee Schedule.

Theresa Coleman, City Manager

Ms. Coleman explained this was the third or fourth time this had come before Council. Adjustments had been made based on comments we had received.

MOTION: Mayor Pro Tempore Pawlik moved to approve the notice of intent to adopt Ordinance O-20-04, amending the City Code to repeal and remove fees within the City Code and approval of a City Fee Schedule.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen and Mayor Smith.

NAYS: Councilmember Cline

MOTION PASSED: AYES -6; NAYS -1

9. Discussion and Possible Approval of a Notice of Intent to Adopt Ordinance O-20-05, Amending Article 11.3.4 of the Bisbee City Code entitled Library Fines and Collection Policies and providing for repeal and severability.

Theresa Coleman, City Manager

Ms. Coleman explained that this went hand-in-hand with the fee schedule. This would clarify what was being charged in the fee schedule.

MOTION: Councilmember Higgins moved to approve the Notice of Intent to Adopt Ordinance O-20-05, amending article 11.3.4 of the Bisbee City Code entitled Library Fines and Collection Policies and providing for repeal and severability

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Pawlik, Higgins, Johns, Hansen, Cline and Mayor Smith.

NAYS: Councilmember Giacomino

MOTION PASSED: AYES -6; NAYS -1

10. Discussion and Possible Direction to staff regarding the preparation of one or more propositions for the 2020 General Election to amend the Transaction Privilege Tax Rate.

Theresa Coleman, City Manager

Ms. Coleman explained that the city currently had a 1% sales tax in place that was good through the next election cycle when it would need to be renewed. She said that this was an opportunity to talk about an additional 1% sales tax to support public safety.

Councilmember Giacomino asked if passed can it be specified exactly what it went to.

Mayor Smith responded yes that's what was done with the streets revenue.

Council discussed where an increase could possibly be used. Items discussed were Streets, Walls and Public Safety.

Council directed staff to give two proposals for the possible increase.

11. City Manager's Report:

- Ms. Coleman gave an update on E-Fleets program. She said that due to manufacturing glitches the vehicles would most likely be delivered in the next fiscal year. They would be budgeted for accordingly.
- Ms. Coleman informed Council that a renewal to the Inmate Labor Contract was completed with no changes.
- Other Current events (No Discussion) - Ms. Coleman asked Mr. Haro public works director to explain changes to the garbage collection. Mr. Haro explained that due to the Covid 19 pandemic temporary changes would be made to the sanitation department. Maximizing the mechanical pickup in old Bisbee was a priority. There would no longer be hand pick up. Dumpsters have been set out in locations along Tombstone Canyon and Brewery Avenue. He said that changes would also be made to recycling. They were going to ask the public to bring their recycling to the station. Staff would be available to assist with sorting.

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

ADJOURNMENT:

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Pawlik

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:45 PM

David M. Smith, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: January 20, 2015

Regular Special

DATE ACTION SUBMITTED: January 14, 2015

REGULAR **CONSENT**

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

SUBJECT: PUBLIC HEARING AND DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION R-20-10 REGARDING THE COMMUNITY DEVELOPMENT BLOCK GRANT SET-ASIDE FUNDS FOR FISCAL YEAR 2019/2020 TO SELECT A PROJECT AND SUBMIT APPLICATION.

FROM: **Theresa Coleman, City Manager**

RECOMMENDATION: **Approve Resolution**

PROPOSED MOTION: **I move to Approve Resolution R-20-10 and select the project _____ to be submitted for the Community Development Block Grant Set-Aside Funds FY 2019/2020.**

DISCUSSION:

The City of Bisbee anticipates applying for up to \$500,000 in FY2019 federal CDBG funds from the Arizona Department of Housing Colonias Set-Aside account. CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight or address urgent need. A). CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight or address urgent need. Based on citizen input as well as local and state planning objectives a potential project has been selected to be forwarded to the State of Arizona with a request for funding

FISCAL IMPACT: **n/a**

DEPARTMENT LINE ITEM ACCOUNT: **n/a**

BALANCE IN LINE ITEM IF APPROVED: **0**

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

**RESOLUTION NO: R-20-10
AUTHORIZATION TO SUBMIT APPLICATION
AND IMPLEMENT CDBG PROJECTS**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF BISBEE AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FY 2019/2020 STATE COMMUNITY DEVELOPMENT BLOCK GRANT COLONIAS SET-ASIDE FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.

WHEREAS, the CITY OF BISBEE is desirous of undertaking community development activities; and

WHEREAS, the State of Arizona is administering the Community Development Block Grant Program; and

WHEREAS, the State CDBG Program requires that CDBG funds requested address one of the three Congressional mandated National Objectives; and

WHEREAS, the activities within this application address the community's identified housing and community development needs, including the needs of low and moderate income persons; and

WHEREAS, an Applicant of State CDBG funds is required to comply with the program guidelines and Federal Statutes and regulations:

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor and City Council of the City of Bisbee authorize application to be made to the State of Arizona, Department of Housing for FY2019/2020 Colonias Set-Aside CDBG funds, and authorize the Mayor to sign application and contract or grant documents for receipt and use of these funds for continuing Street and Drainage Improvements in Tin Town, to be administered by SEAGO, and authorize the Mayor to take all actions necessary to implement and complete the activities submitted in said application; and

THAT this application for State CDBG funds meets the requirements of low- and moderate-income benefit for activities justified as benefiting low- and moderate-income persons, aids in the prevention or elimination of slum and blight or addresses an urgent need which poses a threat to health; and

THAT, the City of Bisbee will comply with all State CDBG Program guidelines, Federal Statutes and regulations applicable to the State CDBG Program and the certifications contained in the application.

Passed and adopted by the City Council of the City of Bisbee this 21ST day of April, 2020.

David Smith, Mayor

ATTEST:

Ashlee Coronado, Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 14, 2020

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: **Discussion and Possible Approval of Resolution R-20-07; Designating the Saginaw Neighborhood as a Colonia**

FROM: **Theresa Coleman, City Manager**

RECOMMENDATION: **Approve Resolution R-20-07**

PROPOSED MOTION: **I move to approve Resolution R-20-07; Designating the Saginaw Neighborhood as a Colonia**

DISCUSSION:

Approval of this Resolution would make the Saginaw neighborhood eligible to participate in Colonia Set-Aside funds.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

RESOLUTION R-20-07

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, DESIGNATING THE SAGINAW NEIGHBORHOOD CITY OF BISBEE, AS A COLONIA.

WHEREAS, communities wishing to obtain funding for colonia set aside project must first complete the certification process to be eligible to participate in a colonia set-aside competitive funding round; and

WHEREAS, according to Section 916 of the Cranston-Gonzales Act of 1990, a “Colonia” is an identifiable community that:

1. Is located within 150 miles of the border between the United States and Mexico, except within any standard metropolitan statistical area that has a population exceeding 1,000,000; and
2. Is designate by the state or county in which it is located as a colonia; and
3. Is determined to be a colonia on the basis of objective criteria, including the lack of potable water supplies, lack of adequate sewage systems, or lack of decent, safe and sanitary housing; and
4. Was in existence and generally recognized as a colonia before the enactment of the National Affordable Housing Act of 1990; and

WHEREAS, extensive documentation demonstrates that the Saginaw Neighborhood meets all four of the above listed criteria;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Bisbee, Arizona designate the Saginaw Neighborhood, City of Bisbee, as a Colonia.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee, Arizona, County of Cochise, State of Arizona, this 21st day of April 2020.

David M. Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney

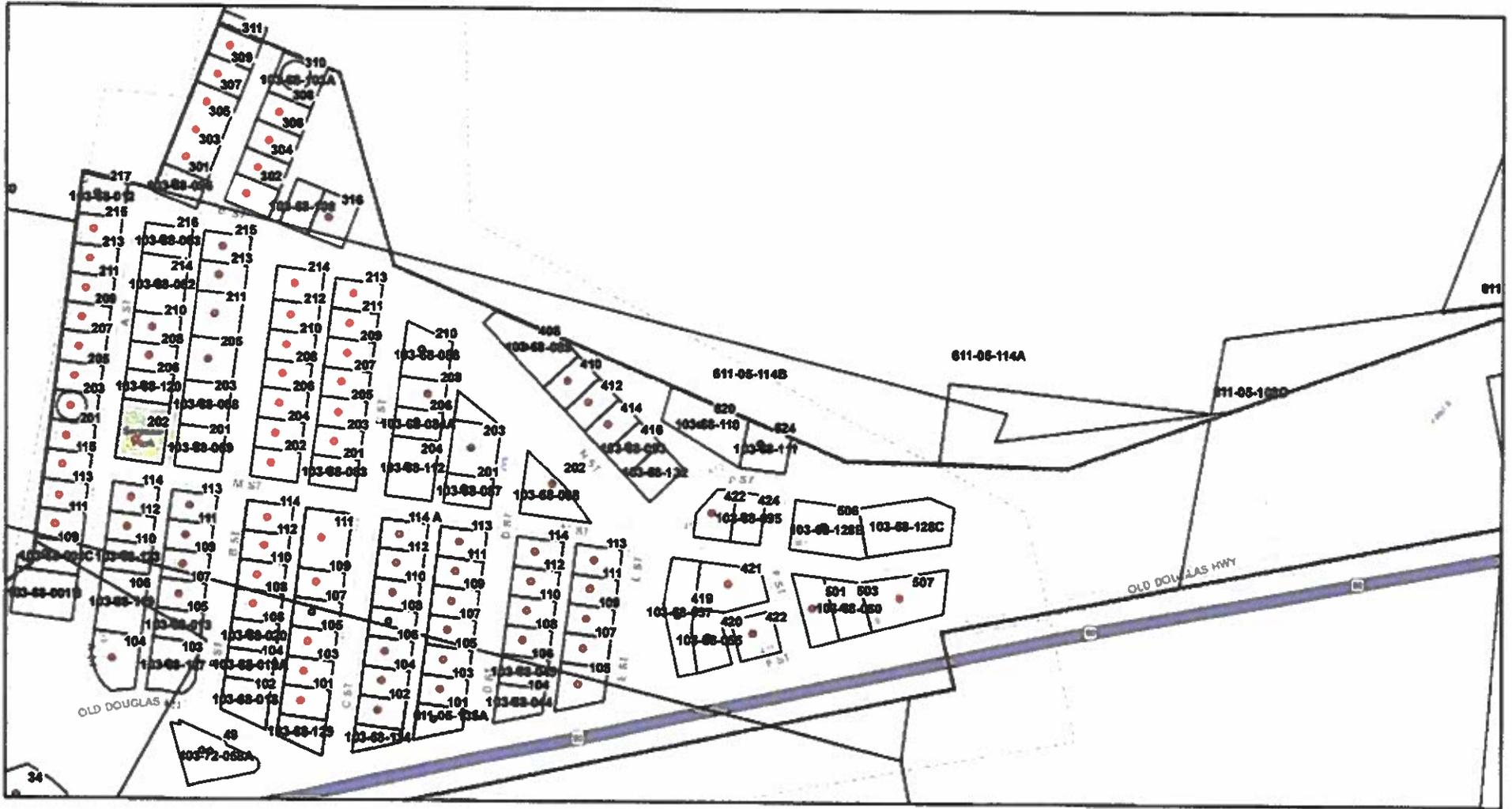
NAME OF	COLONIA: <u>SAGINAW NEIGHBORHOOD</u>	
Requirement	Level of Need (community must score at least 2 points to qualify as a Colonia. Higher points establish priority for funding.)	
	Check the box that most clearly describes the Colonias condition.	
A. Identifiable community with defined boundaries	<input checked="" type="checkbox"/> identifiable community (threshold)	Map with location and streets clear. Number of housing units: <u>117</u>
B. Met qualifications to be a Colonia prior to 11/28/1990	<input checked="" type="checkbox"/> lacked potable water, adequate sewer and/or good quality housing prior to 11/28/1990 .	historical: photos, Board mtg minutes, studies, plus former resolution by Governing Body
C. Located within 150 miles of border	<input checked="" type="checkbox"/> boundaries are defined (threshold) <u>6.57 Miles</u>	NA
D. Resolution by Elected Officials	<input checked="" type="checkbox"/> 20 <u>20</u> resolution redesignating Colonia	
Lack of potable water <u>0 pts.</u>	<input type="checkbox"/> Colonia has no public water system, and no permitted private wells. (5 pts) <input type="checkbox"/> Colonia is partially covered with public water system and/or permitted private wells. (3 pts) <input type="checkbox"/> Colonia is fully served with potable water, but system is aging/inadequate. (1 pt) <input checked="" type="checkbox"/> Colonia is adequately served with potable water. (0)	Letter from Water Utility official describing service/ map of water infrastructure/ address list of permits.
E. Lack of adequate sewage systems <u>1 pt.</u>	<input type="checkbox"/> Colonia has no public sewers or septic tanks. (5 pts) <input type="checkbox"/> Colonia is partially served by public sewers/septic tanks (3 pts) <input checked="" type="checkbox"/> Colonia is fully served by public sewers/septic tanks, but system is aging/inadequate. (1 pt) <input type="checkbox"/> Colonia is adequately served with sewage systems (0 pts)	Letter from public official responsible for Sewage system/septic tank permits/other public study or analysis/photos of cesspools.

F.

Lack of decent, safe, and sanitary housing 3 pts.	<input type="checkbox"/> >60% of housing in colonia is in need of substantial repair or suitable for replacement. (5 pts) <input checked="" type="checkbox"/> > 30% of housing is in need of substantial repair or suitable for replacement. (3 pts) <input type="checkbox"/> >15% of housing is in need of substantial repair or suitable for replacement. (1 pt) <input type="checkbox"/> <15% of housing is in need of substantial repair or suitable for replacement. (0) pts	Housing assessment/photos/ (guide for housing assessment methodology attached) $\frac{54}{117} = 46\%$
	Certifying Official: <i>Theresa Coleman</i>	Date:

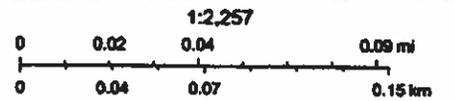
Name of Official THERESA COLEMAN
Title of Official CITY MANAGER

Saginaw



4/13/2020, 12:03:05 PM

- Address
- Incorporated Limits
- Parcels



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox Contributors, and the GIS User Community



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 14, 2020

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: **Discussion and Possible Approval of Resolution R-20-08; Designating the Zacatecas Canyon as a Colonia**

FROM: **Theresa Coleman, City Manager**

RECOMMENDATION: **Approve Resolution R-20-08**

PROPOSED MOTION: **I move to approve Resolution R-20-08; Designating the Zacatecas Canyon as a Colonia**

DISCUSSION:

Approval of this Resolution would make the Zacatecas Canyon eligible to participate in Colonia Set-Aside funds.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

RESOLUTION R-20-08

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, DESIGNATING THE ZACATECAS CANYON CITY OF BISBEE, AS A COLONIA.

WHEREAS, communities wishing to obtain funding for colonia set aside project must first complete the certification process to be eligible to participate in a colonia set-aside competitive funding round; and

WHEREAS, according to Section 916 of the Cranston-Gonzales Act of 1990, a “Colonia” is an identifiable community that:

1. Is located within 150 miles of the border between the United States and Mexico, except within any standard metropolitan statistical area that has a population exceeding 1,000,000; and
2. Is designate by the state or county in which it is located as a colonia; and
3. Is determined to be a colonia on the basis of objective criteria, including the lack of potable water supplies, lack of adequate sewage systems, or lack of decent, safe and sanitary housing; and
4. Was in existence and generally recognized as a colonia before the enactment of the National Affordable Housing Act of 1990; and

WHEREAS, extensive documentation demonstrates that the Zacatecas Canyon meets all four of the above listed criteria;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Bisbee, Arizona designate the Zacatecas Canyon, City of Bisbee, as a Colonia.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee, Arizona, County of Cochise, State of Arizona, this 21st day of April 2020.

David M. Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney

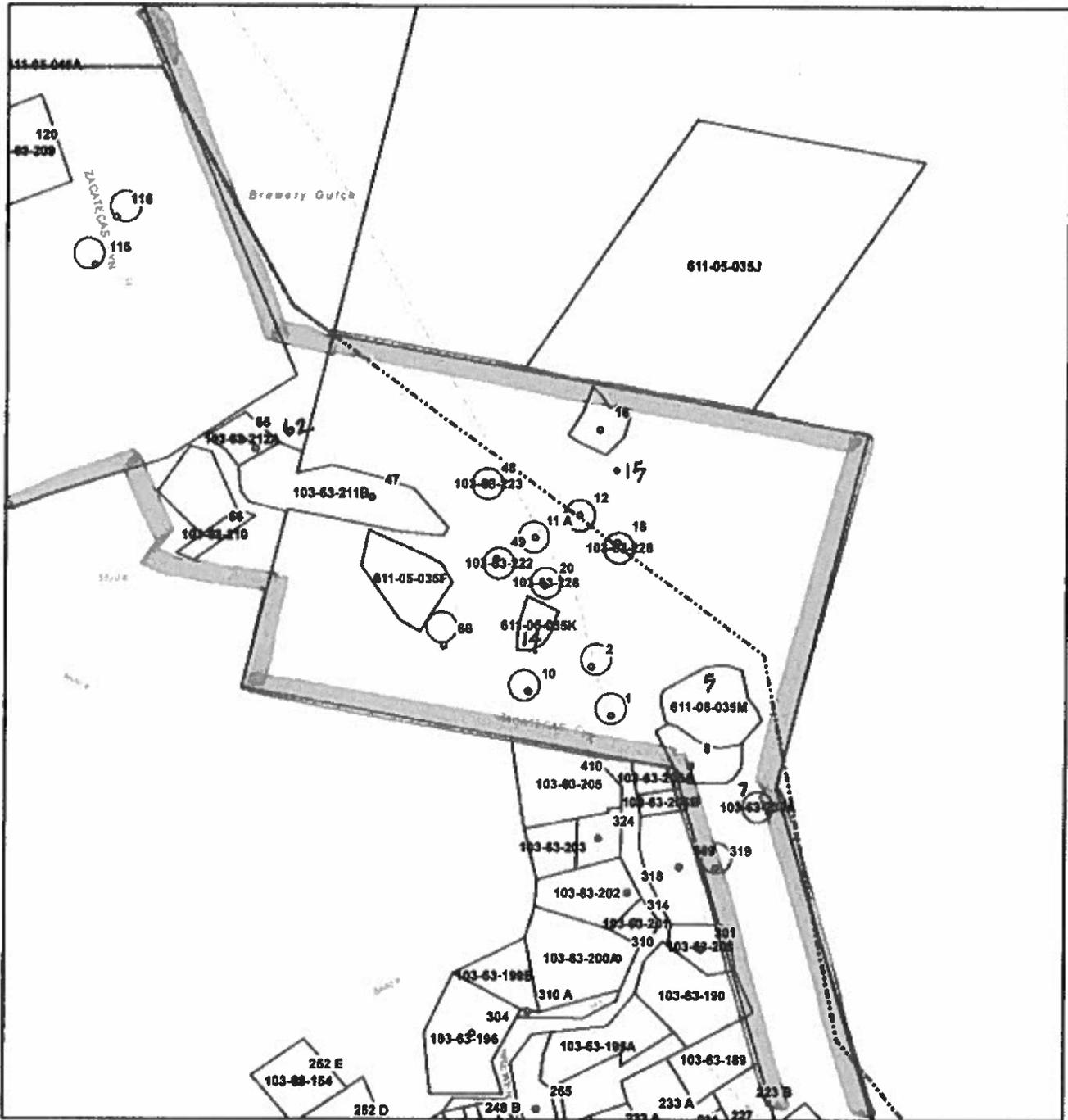
NAME OF	COLONIA: ZACATECAS CANYON	
Requirement	Level of Need (community must score at least 2 points to qualify as a Colonia. Higher points establish priority for funding.)	Documentation examples
		Attach the best documentation available.
A. Identifiable community with defined boundaries	<input checked="" type="checkbox"/> identifiable community (threshold)	Map with location and streets clear. Number of housing units: <u>20</u>
B. Met qualifications to be a Colonia prior to 11/28/1990	<input checked="" type="checkbox"/> lacked potable water, adequate sewer and/or good quality housing prior to 11/28/1990	historical: photos, Board mtg minutes, studies, plus former resolution by Governing Body
C. Located within 150 miles of border	<input checked="" type="checkbox"/> boundaries are defined (threshold) <u>8.09 MILES</u>	NA
D. Resolution by Elected Officials	<input checked="" type="checkbox"/> <u>2020</u> resolution redesignating Colonia	
Lack of potable water <u>0 pts</u>	<input type="checkbox"/> Colonia has no public water system, and no permitted private wells. (5 pts) <input type="checkbox"/> Colonia is partially covered with public water system and/or permitted private wells. (3 pts) <input type="checkbox"/> Colonia is fully served with potable water, but system is aging/inadequate. (1 pt) <input checked="" type="checkbox"/> Colonia is adequately served with potable water. (0)	Letter from Water Utility official describing service/ map of water infrastructure/ address list of permits.
E. Lack of adequate sewage systems <u>5 pts.</u>	<input checked="" type="checkbox"/> Colonia has no public sewers or septic tanks. (5 pts) <input type="checkbox"/> Colonia is partially served by public sewers/septic tanks (3 pts) <input type="checkbox"/> Colonia is fully served by public sewers/septic tanks, but system is aging/inadequate. (1 pt) <input type="checkbox"/> Colonia is adequately served with sewage systems (0 pts)	Letter from public official responsible for Sewage system/septic tank permits/other public study or analysis/photos of cesspools.

<p>F. Lack of decent, safe, and sanitary housing</p> <p>5 pts.</p>	<p><input checked="" type="checkbox"/> >60% of housing in colonia is in need of substantial repair or suitable for replacement. (5 pts)</p> <p><input type="checkbox"/> >30% of housing is in need of substantial repair or suitable for replacement. (3 pts)</p> <p><input type="checkbox"/> >15% of housing is in need of substantial repair or suitable for replacement. (1 pt)</p> <p><input type="checkbox"/> <15% of housing is in need of substantial repair or suitable for replacement. (0) pts</p>	<p>Housing assessment/photos/ (guide for housing assessment methodology attached)</p>
	<p>Certifying Official: <u>Theresa Coleman</u></p>	<p>Date: _____</p>

Name of Official THERESA COLEMAN

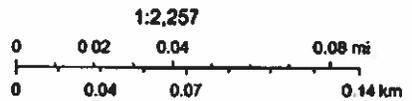
Title of Official CITY MANAGER

Zacatecas Canyon



4/7/2020, 6:18:56 PM

- Address
- - - - Incorporated Limits
- ▭ Parcels



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community





REQUEST FOR MAYOR & COUNCIL ACTION
Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 15, 2020

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 BISBEE FARMERS MARKET FOR THE USE OF LOWER VISTA EVERY SATURDAY FROM MAY 1, 2020 THROUGH DECEMBER 26, 2020 FROM 7:00AM TO 2:00PM; THIS INCLUDES SET-UP AND BREAKDOWN

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Right-of-Way Use Permit

PROPOSED MOTION: I move to approve the Park, Facility, and Right-of-Way Use Permit for the Bisbee Farmers Market for the use of Lower Vista Every Saturday from May 1, 2020 through December 26, 2020; 7:00am to 2:00pm, this includes set-up and breakdown.

DISCUSSION: Ms. Laura Smith has submitted a Park, Facility, and Right-of-Way Use Permit to hold the Saturday Farmer's Market in Lower Vista. It is requested to take place every Saturday from May 1, 2020 through December 26, 2020 from 7:00am to 2:00pm; this includes set-up and breakdown. Ms. Smith has also submitted along with the permit a plan on how they will adhere to social distancing.

Staff has reviewed the Permit and recommends approval.

The permit fee of \$82.50, the \$50.00 refundable deposit which is required and an Annual fee of \$600.00 for Electricity/ Water to be paid quarterly \$150.00 will be paid up front. Ms. Smith will pay from the beginning of last January.

The Permit fee has been paid and the Annual Fee has been paid through June 2020.

FISCAL IMPACT: \$82.50 Permit Fee / \$600.00 Annual Fee (\$150.00 Quarterly)

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880 / 10-34-10881

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman,
City Manager

The Bisbee Farmers Market

107 West Vista
Bisbee, Arizona 85603
(520) 559-8054

Proposal to safely host a Farmers Market

Wednesday, April 15, 2020

Proposal:

To reopen and host a farmers' market by following and enforcing all social distancing guidelines as well as health and safety guidelines as directed by the C.D.C. We plan to implement all the necessary and required changes in regards to our setup procedures and daily operations.

Initial Guidelines:

- No form of entertainment or set up.
- No craft or non-food vendors, except for plants, soap and hand sanitizer
- Space out vendors a minimum of 10 ft.
- Minimize the amount of food on display and prepackage items if possible
- Handwashing stations, hand sanitizer, Clorox rinses, and gloves will be available
- Manage customer traffic within the market to eliminate congregating and promote social distancing.

Specifications:

General:

- One entrance into park, one way walking traffic, separate exit.
- Wash Stations x 2 -- entrance and centrally located.
- Recommended handwashing guidelines will be followed using a sanitizing hand soap.
- Volunteers wearing gloves, mask will man wash stations and hand out gloves.
- Customers will be allowed into market 2 at time, maximum 24.
- Signage, cones and policing will promote social distancing.
- Customers will be advised to refrain from congregating or loitering in any area
- Customers finish shopping in a timely manner and allow others to enter

Vendors:

- Maintain 6-foot distancing
- Must wear gloves and a mask
- Gloves must be changed frequently
- Frequently sanitize surfaces
- One person handles produce and one person handles money
- Product displayed so it doesn't have to be touched by customer
- Sanitizer and/or Clorox rinse available at each stand
- Inform manager of appearance of someone that is ill
- Keep customers moving

For customers that prefer to stay in their car, drive up shopping will be available, but considering the amount of product available, prior arrangements should be made with either the vendors involved or the market manager.

We currently have 4 volunteers and 2 managers to make sure all guidelines are followed.

The plan to have only one entrance would include signage and roping off of other entrances.

The north entrance will facilitate flow and safe distancing.

Any other guidelines deemed necessary by the city (or state), will be gladly implemented.

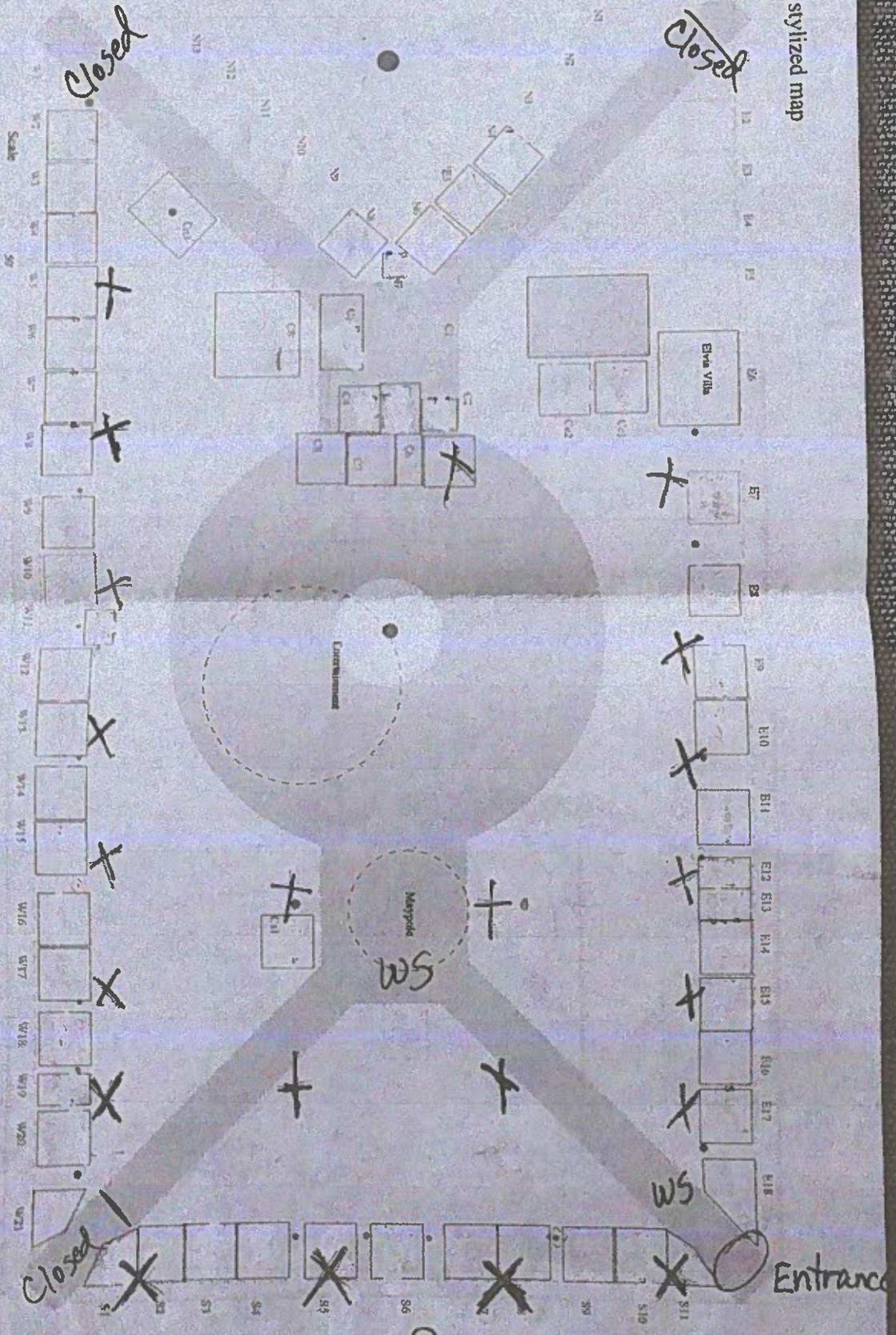
Thank you,

Laura Smith, Mgr. Bisbee Farmers' Market

Vista Park stylized map



Open for snap
back overfill
on



Closed

Closed

Scale

- E1
- E2
- E3
- E4
- E5
- E6
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- E9
- E10
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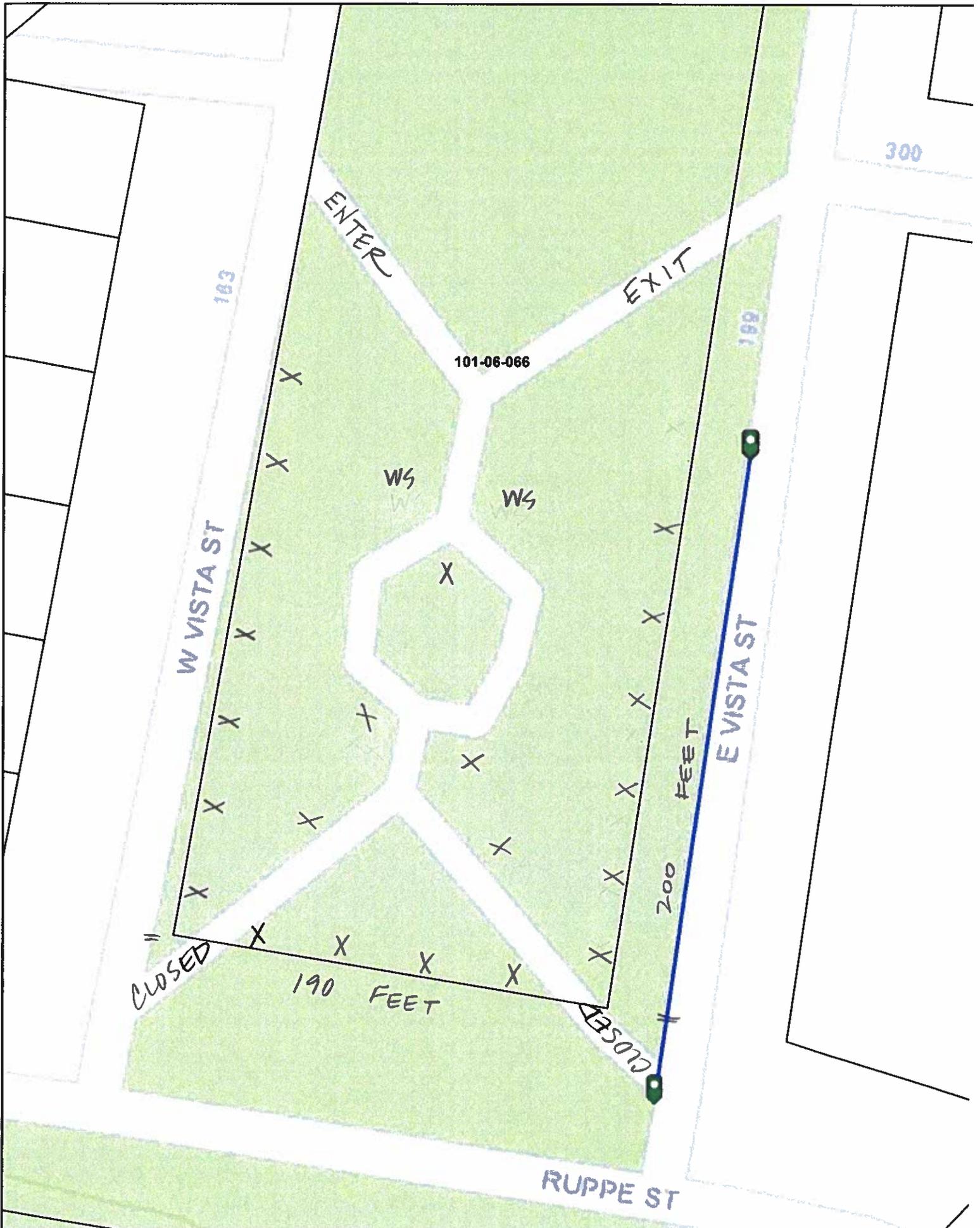
Closed

Entrance

SM

WS

Farmers Market



Permit No. 01-20

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

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

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

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

APPLICANT INFORMATION

1. Applicant Name: Bisbee Farmers' Market Date: Jan 2, 2020
LAURA Smith
2. Organization Name: Bisbee Farmers' Market
3. Mailing Address: 7115 N. Wiggins, McNeal, AZ 85617
Phone #: 520-559-8054 Contact name and phone # during event LAURA Smith 520-559-8054
4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).
weekly market to include produce, pasture meats, eggs, honey, baked goods, prepared foods, arts, crafts, information, school fundraisers, music, beverages, classes
5. Approximate Number of Participants and/or Spectators: _____
6. Requested Location of Event: lower Vista Park
7. Date(s) of Event: May 9, 2020 - Dec. 26, 2020 Saturdays only
8. Hours of Event: 9am - 1pm SATURDAYS
9. Hours of Reservation (with set-up and breakdown) 7am - 2pm
10. Request Consumption of Alcohol: _____ Yes _____ No
11. Request Sales of Alcohol: _____ Yes _____ No

RECEIVED
(Page 1 of 1)
JAN -1 2020
Public Works Department
City of Bisbee
7000

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

- \$ General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY), Band Shell Access \$50 (CITY PARK):
- GENERATORS ARE PERMITTED...ALL JUMPING CASTLES MUST HAVE INSURANCE AND GENERATORS
- \$ _____ Beer Permit (non-commercial permits only) \$10
- \$ _____ Police (escorts, security, road closures, redirecting of traffic): for _____
- \$ _____ Park Public Works staff (example: posting "no parking signs, access to facility/band shell/restrooms, etc.) NOTE: ROAD CLOSED SIGNS/BARRIERS MUST BE SUPPLIED BY APPLICANTS: _____

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

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

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

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

APPLICANT CERTIFICATION

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

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

Laura C. Smith
Signature of Applicant/Authorized Party

January 2, 2020
Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) Farmers' Market event the period from (date & time) Jan 4, 2020 9-1 SAT Dec 26, 2020 9-1, the permittee Bisbee Farmers Market agrees to the following:

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

If Permittee is required to provide insurance:

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

Laura C Smith
 Signature of Permittee or Authorized Representative

LAURA C. Smith
 Print Name

2-2-2020
 Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

PUBLIC WORKS AND FARMER'S MARKET SUGGESTIONS

The City is requesting that no vehicles be allowed in or on the Park grounds. In exchange, the City would provide designated parking for vendors and Market personnel on the street. (See attached map)

The City will consider blocking off the west side of the Vista Park for vendor parking from Ruppe to Hoatson. The east side will be closed completely from Ruppe to Tener in order to accommodate better pedestrian safety and possible vendor locations. (See attached map)

The Bisbee Farmer's Market has been using the Vista Park for ten (10) years. They have proven themselves as a reliable community partner. In order to continue this mutually beneficial community partnership, Public Works is requesting the City to help with the Farmer's Market operations by allowing them to pay on a quarterly basis.

The payment for the Park Permit of \$50.00 for one (1) year and the Special Event License Fee of \$32.50 for one (1) year have been paid. The \$50.00 Deposit has also been paid and will be held by the City to cover any possible damage during the year. The request for quarterly payments is for vendor amounts, electricity and water, i.e., (54 days x \$10 = \$540.00 for electricity and 54 days x \$10 = \$540.00 for water for a total of \$1,080.00) and (1,620 vendors x \$4 = \$6,480.00), for a total of \$6480.00 + \$1,080 = \$7,560.00—amount to be paid per year or \$1,890.00 approximately per quarter). These numbers are based on projections of vendor participation and may vary.

**BISBEE FARMER'S MARKET
VISTA PARK
May 1, 2020 TO Dec 26, 2020**

Permit Fee:	\$ 50.00
Special Event License	\$ 32.50
Electricity and Water (Annual Amt) To be paid quarterly	<u>\$600.00</u>
Total	\$682.50
Refundable Deposit:	\$ 50.00



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 14, 2020

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: **Discussion and Possible Approval of Resolution R-20-09; Approving Applications for and possible administration of Grants Written by Volunteer Grant Writers**

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Resolution R-20-09

PROPOSED MOTION: I move to approve Resolution R-20-09; Approving Application for and possible administration of Grants Written by Volunteer Grant Writers

DISCUSSION:

Approval of this Resolution would allow volunteers to pursue and write grants on behalf of the City of Bisbee.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by:

Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by:

Theresa Coleman
Theresa Coleman
City Manager

RESOLUTION R-20-09

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, APPROVING APPLICATIONS FOR AND POSSIBLE ADMINISTRATION OF GRANTS WRITTEN BY VOLUNTEER GRANT WRITERS, SO LONG AS SUCH GRANTS WOULD DIRECTLY BENEFIT THE CITY, NOT COST THE CITY IN ADDITIONAL MONEY OR RESOURCES, AND SO LONG AS SUCH APPLICATIONS ARE PRE-APPROVED IN WRITING BY BOTH THE MAYOR AND THE CITY MANAGER.

WHEREAS it is the desire of the City of Bisbee to provide citizens in the region with all available resources; and

WHEREAS the City wishes to receive all sources of revenue available to the region; and

WHEREAS writing grants that are available to the City of Bisbee is both time- and labor-intensive; and

WHEREAS the turn-around time for gathering all current and applicable data and for writing the grants is limited; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Bisbee, Arizona authorize the Mayor and City Manager to approve grant applications for, 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 21st day of April, 2020.

David M. Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 15, 2020

REGULAR **CONSENT**

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

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION R-20-05, SUBMITTING TO THE ELECTORS AT THE GENERAL ELECTION OF NOVEMBER 3, 2020, A PROPOSITION TO MAKE PERMANENT THE TRANSACTION PRIVILEGE TAX LEVIED BY THE VOTERS IN 2014 DEDICATED TO THE MAINTENANCE, REPAIR, REPLACEMENT AND IMPROVEMENT OF THE CITY'S INFRASTRUCTURE, INCLUDING STREETS, PUBLICALLY OWNED SUPPORT STRUCTURES AND DRAINAGE WAYS.**

FROM: **Theresa Coleman, City Manager**

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

PROPOSED MOTION: **I move to approve Resolution R-20-05, submitting to the Electors at the General Election of November 3, 2020, the designated proposition to make permanent the Transaction Privilege Tax levied by the voters in 2014 dedicated to the maintenance, repair, replacement and improvement of the City's infrastructure, including streets, publically owned support structures and drainage ways.**

DISCUSSION:

This Resolution will authorize the submission of a proposition for consideration by the voters in the General Election of November 3, 2020, authorizing Mayor and Council to make permanent the rate of the City Transaction Privilege Tax Rate levied in 2014 at 3.5%. Pursuant to the City Charter, approval by the electors at a General Election is required before any amendments to this tax rate can be made.

FISCAL IMPACT: **TBD**

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

BALANCE IN LINE ITEM IF APPROVED: **Unknown (other pending election expenses)**

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman,
City Manager

RESOLUTION R-20-05

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE,
COUNTY OF COCHISE, STATE OF ARIZONA, SUBMITTING TO THE
ELECTORS AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 3,
2020, A PROPOSITION TO MAKE PERMANENT THE TAX RATE LEVIED BY
THE CITY OF BISBEE VOTERS IN 2014 IN THE CITY TRANSACTION
PRIVILEGE TAX RATE**

WHEREAS, the voters approved the increase in 2014 that was dedicated for the maintenance, repair, replacement and improvement of the City streets and infrastructure for a period not to exceed eight (8) years; and

WHEREAS, the approved increase will sunset in 2023; and

WHEREAS, the basic infrastructure of this City, including the streets, support structures, channels and drainage ways, sidewalks and other improvements, is, in many cases, more than one hundred years old and is in need of substantial maintenance, repair, and, in some cases, replacement; and

WHEREAS, the City Charter, Article VI., Section 6.02(g), restricts the authority of the Council to permanently enact the Transaction Privilege Tax “only upon the approval by a majority of the qualified electors voting in the regularly scheduled general election,”

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Bisbee that the qualified voters of the City of Bisbee be requested to make permanent the Tax Rate levied by the voters in 2014 and that the following proposition, subject to any necessary ballot modifications, be placed on the ballot of the next general election, to be held on November 3, 2020:

Shall the Mayor and Council of the City of Bisbee be authorized to make permanent the Transaction Privilege Tax levied by the City of Bisbee Voters in 2014 which increased the tax rate by One Percent (1%) of the gross revenues or values which are subject to such tax to Three and One Half Percent (3.5%) with all these additional revenues to be dedicated for the maintenance, repair, replacement, and improvement of the City’s infrastructure, including streets, publically owned support structures, and drainage ways?

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

PASSED, ADOPTED AND APPROVED by the City of Bisbee this _____ day of April, 2020.

APPROVED:

David M. Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 15, 2020

REGULAR **CONSENT**

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

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION R-20-14, SUBMITTING TO THE ELECTORS AT THE GENERAL ELECTION OF NOVEMBER 3, 2020, A PROPOSITION TO PERMANENTLY INCREASE THE TRANSACTION PRIVILEGE TAX BY AN ADDITIONAL ONE PERCENT (1%) DEDICATED TO ESSENTIAL SERVICES.**

FROM: Theresa Coleman, City Manager

RECOMMENDATION: At the discretion of Mayor and Council

PROPOSED MOTION: I move to approve Resolution R-20-14, submitting to the Electors at the General Election of November 3, 2020, the designated proposition to permanently increase the Transaction Privilege Tax by an additional one percent (1%) dedicated to essential services.

DISCUSSION:

This Resolution will authorize the submission of a proposition for consideration by the voters in the General Election of November 3, 2020, authorizing Mayor and Council to permanently increase the rate of the City Transaction Privilege Tax Rate by One Percent (1%) from 3.5% to 4.5%. Pursuant to the City Charter, approval by the electors at a General Election is required before any amendments to this tax rate can be made.

FISCAL IMPACT: TBD

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED: Unknown (other pending election expenses)

Prepared by: Ashlee Coronado
Ashlee Coronado,
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman,
City Manager

RESOLUTION R-20-14

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE,
COUNTY OF COCHISE, STATE OF ARIZONA, SUBMITTING TO THE
ELECTORS AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 3,
2020, A PROPOSITION TO AUTHORIZE AN INCREASE IN THE CITY
TRANSACTION PRIVILEGE TAX RATE**

WHEREAS, the increase in the cost of providing services, has given rise to a situation in which the City of Bisbee can no longer continue to provide the same level of services with its existing, available revenues; and

WHEREAS, it is vital to the health and safety of the citizens of Bisbee that the City continue to provide services at least to the same level as has been traditionally provided within in the City of Bisbee; and

WHEREAS, maintaining at least our current level of essential governmental services is necessary if the City of Bisbee is going to continue to provide a clean and safe community that is nurturing and attractive both to our residents and to our current and future businesses; and

WHEREAS, the Mayor and Council, after due deliberation, have determined that an increase in the amount of the City's transaction privilege taxes is the only currently available source of additional revenue, as necessary to meet certain of these necessary expenses; and

WHEREAS, the City Charter, Article VI., Section 6.02(g), restricts the authority of the Council to increase or decrease the transaction privilege tax "only upon the approval by a majority of the qualified electors voting in the regularly scheduled general election,"

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Bisbee that the qualified voters of the City of Bisbee be requested to approve an increase in the City's transaction privilege tax and that the following proposition, subject to any necessary ballot modifications, be placed on the ballot of the next general election, to be held on November 3, 2020:

Shall the Mayor and Council of the City of Bisbee be authorized to permanently increase the Transaction Privilege Tax by an additional One Percent (1%) of the gross revenues or values which are subject to such tax, increasing this tax rate from Three and One Half Percent (3.5%) to Four and One Half Percent (4.5%) with all these additional revenues to be dedicated to essential services?

BE IT FURTHER RESOLVED by the Mayor and Council of the City of Bisbee that the City Clerk and staff are hereby authorized and directed to take such further actions as may be necessary to properly notice this election, to provide for all publicity

and information that may be required by law, to prepare and submit an appropriate form of ballot, and to take such other and further actions as may be necessary to hold this election in the lawful and appropriate manner at the time scheduled.

PASSED, ADOPTED AND APPROVED by the City of Bisbee this _____ day of April, 2020.

APPROVED:

David M. Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 15, 2020

REGULAR **CONSENT**

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF AN AGREEMENT FOR AIRPORT OPERATIONS MANAGER AND MAINTENANCE SERVICES

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Agreement

PROPOSED MOTION: I move to approve the Agreement for Airport Operations Manager and Maintenance Services

DISCUSSION:

This Agreement would assign duties and services to the Airport Operations Manager. This contract would remain in effect for as long as the Manger serves in his capacity as the City's Public Works Operations Manager.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

**AGREEMENT FOR
AIRPORT OPERATIONS MANAGER AND MAINTENANCE SERVICES
CITY OF BISBEE**

THIS AGREEMENT is made this 21st day of April, 2020, by and between the City of Bisbee (hereinafter “the City”) and Matthew Gurney (hereinafter “the Manager”).

WHEREAS, the City owns and operates an airport known as the Bisbee Municipal Airport, and the Manager desires to enter into an Agreement to perform the duties and services described herein as Airport Operations Manager; and

WHEREAS, the City, or its successors and assigns, require the Manager to perform the proposed work in accordance with the terms of this Agreement; and,

WHEREAS, this Agreement is in addition to the services and duties the Manager performs for the City as the Public Works Operations Manager;

NOW, THEREFORE, in consideration of the promises and covenants stated herein, the Manager does hereby agree to assume responsibility for management of the Bisbee Municipal Airport, upon the following terms and conditions:

1. **Job Responsibilities**: The Manager promises and agrees to serve as the Airport Operations Manager at the Bisbee Municipal Airport and to perform the work and to provide the services as described in the “Duties of Airport Operations Manager and Airport Maintenance,” which is attached as Attachment “A.” This work shall be provided in a good, competent and workmanlike manner, and to the satisfaction of the City, or its designees. This work shall also be performed in a manner that is consistent with “Personnel Rules and Regulations,” which is incorporated into this Agreement by reference, and any special terms and conditions which may be attached to this Agreement. The Manager further agrees to provide all of the services required by this Agreement in a complete and acceptable form, as is customarily provided according to professional standards applicable to completion of this type of service work.

2. **Term**: This Agreement shall remain in effect for as long as Manager serves in his capacity as the City’s Public Works Operations Manager. It may be renewed for an additional period upon the express mutual agreement of the parties, to be approved in the same manner as this Agreement.

3. **Compensation**: The City will compensate the Manager for his performance, and the Manager agrees to accept as complete payment for such full performance, the full and exclusive use of the living accommodations at the Bisbee Municipal Airport, located at 2375 S. Arizona Street, Bisbee, Arizona, 85603. The City is responsible for paying facility utilities and providing maintenance on the structure. The City shall not reimburse the Manager for any additional business expenses associated with the performance of this work.

4. **Mandatory Reporting**: The Manager shall provide reports, not less than quarterly, detailing the status of the management of the airport and describing any issues that have arisen. In the event that the Manager identifies any problem at the airport which may give rise to any risk or threat to the health, safety or property of the public or the City and which is beyond the means of the Manager to remedy at that time, the Manager shall provide immediate notice of any such condition to the City’s Director of Public Works.

5. **Employment Status**: The Manager is an employee of the City and performs his services and duties as Manager in addition to those already required of him as the City’s Public Works Operations Manager. At all times, while on the property of the Bisbee Municipal Airport, the Manager shall serve in his capacity as a City employee. The Manager shall receive the benefits explicitly described herein, in addition to those he already receives as a City employee. The Manager shall have the full responsibility of choosing his own time and method for performing the required work and the City shall not control the means, order or sequencing of

this work. The City will periodically confirm that the required tasks have been performed, but will not exercise supervisory control or oversight over the method and manner of the performance of this work. The City shall supply such supplies, equipment, and materials as the Manager may request for the performance of this work, subject to availability and budget limitations. It shall be the Manager's responsibility to determine what may be needed for these purposes. The Manager is not prohibited from providing similar types of services for other parties. Nor is the Manager prohibited from hiring or arranging for other people or subcontractors to assist him in the performance of this work.

6. **Compliance:** The Manager for himself, his personal representatives, successors in interest, and assigns agrees that: (1) no person on the grounds of race, color, religion, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of all airport facilities; (2) in the construction and maintenance of any improvements on, over, or under such land and the furnishing of services thereon or therein, no person on the grounds of race, color, religion or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) the Manager shall use the premises in compliance with all other requirements imposed by or pursuant of Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21; Nondiscrimination in Federally Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

7. **Termination:** This Agreement may be suspended or terminated, upon thirty (30) days written notice, at the option of the City or Manager, or upon default in any of the terms of this Agreement. Any decision as to whether the Manager has defaulted under the terms of this Agreement shall rest solely with the City.

8. **Confidentiality:** The Manager covenants that Manager shall not use for his benefit, or disclose, communicate or divulge to, or use for the direct or indirect benefit or any person firm, association or company, other than the City, any confidential information regarding the methods, policies, procedures, techniques, trade secrets, proprietary software, products, patient lists or other knowledge or processes used or developed, by the City, or other information concerning the City of which the Manager became aware as a result of the Manager's employment with the City. The foregoing restrictions shall not apply to (i) information which is, or becomes, other than as a result of a breach of this Agreement, generally available to the public, or (ii) the disclosure of information required pursuant to a subpoena or other legal process; provided that the Manager shall notify the City in writing of the receipt of any such *subpoena* or other legal process requiring such disclosure immediately after receipt thereof and the City shall have a reasonable opportunity to quash such *subpoena* or other legal process prior to any disclosure by the Manager.

9. **Applicable Law:** This Agreement shall be interpreted and governed by the laws of the State of Arizona. In the event of any dispute or disagreement between the City and Manager, the sole and exclusive venue and jurisdiction shall be in the Cochise County Superior Court, Bisbee, Arizona.

10. **Miscellaneous:**

a. This Agreement rescinds any prior agreements or understandings between the parties pursuant to managing the Bisbee Municipal Airport and shall constitute the final and complete statement of the agreement between these parties. No prior written or oral agreement between these parties regarding the performance of the services of Airport Operations Manager shall be of any force or effect.

b. All reports, notices, and other correspondence shall be made in writing and may be given by personal delivery or by mail. The names and addresses of the designated recipients for such

notices, invoices and payments are as follows:

TO MANAGER:

Matthew Gurney
2375 S. Arizona Street
Bisbee, AZ 85603

TO CITY:

Theresa Coleman, City Manager
City of Bisbee
915 S. Tovreaville Road
Bisbee, AZ 85603

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Manager as indicated below:

APPROVED:
CITY OF BISBEE

By _____
David M. Smith, Mayor

APPROVED:
MANAGER

Matthew Gurney

ATTEST:

Ashlee Coronado, City Clerk

Name: Matthew Gurney
Title: Public Works Operations Manager
Address: _____

APPROVED AS TO FORM:

James Ledbetter, City Attorney

ATTACHMENT A

DUTIES OF AIRPORT OPERATIONS MANAGER AND AIRPORT MAINTENANCE

TERMINAL:

Daily Housekeeping: Take appropriate and active role in maintaining septic system with regard to water usage, laundry usage, cleaning chemicals and sanitary products.

General Cleaning:

- Clean toilets
- Sweep floor
- Mop and wax when needed (floors in lounge, office, bathrooms)
- Dust
- Empty waste baskets
- Clean windows as needed
- Wipe threshold of office door and patio doors
- Sweep cement outside door and around picnic table

Once a month:

- Wash floors in lounge, office, bathrooms with disinfecting cleaner, rinse well.
- Check cleaning supplies, light bulbs, toilet paper, etc. Call City if items needed.
- Check brochures, maps, etc. Call Visitor Center to obtain more when needed.

Weekly:

- Ensure trash/garbage outside for City pick up.

Site Work/Operations:

- The Manager shall make periodic inspections of all airport property and premises including those leased to tenants to insure that the tenants are adhering to the terms of leases and requirements of insurance carriers of the City. Any violations found shall be reported to the City immediately and the Manager shall take such corrective action as the City directs.
- The Manager shall regularly inspect the premises, including all hard-surface and turf runways, taxiways, ramp areas and facilities with reference to matters affecting safety of operations including the need for repair and maintenance thereof. These inspections include but are not limited to:
 - Inspect tie downs for aircraft daily;
 - Inspect airport hangars for security and any needed repairs; report needed repairs to the City;
 - Inspect windsock quarterly;
 - Inspect taxiway/runway for rocks, materials, objects that would potentially damage or impair aircraft and aircraft operation regularly;

- Inspect perimeter fence line for security;
- Inspect runway markings for visibility and reflectivity;
- Inspect edges of airport taxiway and runway for burrowing animals. Maintain rodent population;
- Inspect and maintain beacon;
- Inspect and make sure drainage channels are kept clear - especially channels in front;
- Inspect fuel depth.
- The Manager shall perform regular inspections of, fire extinguishers, Simulated emergencies should be initiated for the training of personnel, together with safety hazard training conducted for all employees. Work with Bisbee Fire Department for emergency preparedness and training.
- The Manager shall regularly check and correct deficiencies of all fuel dispensing equipment, storage tank filters, fuel pumps, etc., to determine that a proper level of safety exists, including availability of serviceable fire extinguishers, general condition of equipment, proper grounding, and conditions conducive to fuel contamination elimination.
- The Manager is to conduct all airport mowing, maintain clear zone at end of runways, and clear brush regularly.
- Secure airport - ensure gates locked when airport is not open.
- Maintain security of fuel terminal.
- Make sure receipt paper is available at fuel terminal; request reorder of receipt tape when running low.
- Run reports for fuel card system quarterly to give to Finance Director.
- Clean receipt tape printer at fuel pump every 3 months.
- Check the septic system annually. Notify City Manager of concerns as they arise.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 15, 2020

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: Discussion and Possible Direction to staff to schedule a Work Session for Easements

FROM: Theresa Coleman, City Manager

RECOMMENDATION: At Councils Discretion

PROPOSED MOTION: At Councils Discretion

DISCUSSION:

We have received numerous requests from citizens requesting the City to abandon various easements. A Work Session is needed in the future to discuss how we would like to handle these requests going forward.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: <u>April 15, 2020</u>	
REGULAR <input checked="" type="checkbox"/>	CONSENT <input type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: DISCUSSION AND POSSIBLE DIRECTION TO STAFF TO MITIGATE SEWER COST POSSIBLY ELIMINATE LATE FEES AND INTEREST ON ALL ACCOUNTS DURING THE STAY AT HOME ORDER	

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Agreement

PROPOSED MOTION: At Mayor and Councils discretion

DISCUSSION:

Based on comparable cities in Arizona a recommendation for a credit of \$3.00 per 1,000 gallons of water usage to offset total sewer charge.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 15, 2020

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: POSSIBLE APPROVAL OF A MOTION TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION AND CONSULTATION WITH CITY ATTORNEY TO PROVIDE LEGAL GUIDANCE ON PENDING MATTERS.

Per ARS § 38-431.03(a)(4)(7), the City Council may vote to go into executive session for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation and for Discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

FROM: James Ledbetter, City Attorney

RECOMMENDATION: Approve Motion

PROPOSED MOTION: I move that we enter into executive session for the purpose of discussion and consultation with City Attorney to provide legal guidance on pending matters, per ARS § 38-431.03(a)(4)(7)

DISCUSSION:

A public body may go into Executive Session as per Arizona Revised Statute § 38- 431.03 A(3)(4) for the purpose of Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation and for Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by:

Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by:

Theresa Coleman
Theresa Coleman
City Manager



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **April 21, 2020**

Regular Special

DATE ACTION SUBMITTED: April 16, 2020

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: **Update on the Harris Litigation to include defense costs due from the City**

FROM: **James Ledbetter, City Attorney**

RECOMMENDATION: **Discussion only**

PROPOSED MOTION: **Discussion only**

DISCUSSION:

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman, for
Theresa Coleman
City Manager

INVOICE

FROM: Southwest Risk (AMRRP)
14902 N. 73rd St.
Scottsdale, AZ 85260

DATE: April 9, 2020

DUE DATE: May 9, 2020

TO: City of Bisbee

INVOICE NO: 00001

CLAIM NO : GL 79128

PAYMENTS : \$21,402.98

BALANCE DUE: \$10,701.49

Please make your reimbursement check **payable to the Arizona Municipal Risk Retention Pool and mail to: Berkley Risk Administrators Company, Attn: Corporate Cash Management, P.O. Box 59143, Minneapolis, MN 55459-0143. Please also include the claim number for this file on your payment, GL79128.**



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: <u>April 15, 2020</u>	
REGULAR <input checked="" type="checkbox"/>	CONSENT <input type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF A NOTICE OF INTENT TO ADOPT ORDINANCE O-20-06, AUTHORIZING THE ACQUISITION OR EXERCISE OF INTEREST IN REAL PROPERTY LOCATED WITHIN THE CITY OF BISBEE	

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Notice of Intent Ordinance O-20-06

PROPOSED MOTION: I move to approve the Notice of Intent to Adopt Ordinance O-20-06, Authorizing the Acquisition or exercise of interest in Real Property located within the City of Bisbee

DISCUSSION:

The City has a considerable interest (outstanding liens on a variety of properties) in real property; including homes suitable for affordable housing initiatives.

This motion allows the City Manager, with guidance from the City Attorney, to pursue acquisition of an interest in homes with potential for rehabilitation.

FISCAL IMPACT: TBD

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

**NOTICE OF INTENT
ORDINANCE O-20-06**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE,
COUNTY OF COCHISE, STATE OF ARIZONA, AUTHORIZING THE ACQUISITION
OR EXERCISE OF INTEREST IN REAL PROPERTY WITHIN THE CITY OF BISBEE**

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

WHEREAS, the City of Bisbee currently has liens outstanding against real property, and

WHEREAS, that real property may be subject to additional encumbrances, and

WHEREAS, such real property detracts from the wellbeing of the community, and

WHEREAS, the City Council recognizes a need for affordable housing; and

WHEREAS, the exercise or acquisition of an interest in real property may allow for community development activity, and

WHEREAS, the costs associated with the exercise or acquisition of an interest in real property may exceed \$5,000,

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

That the City Manager may pursue the exercise or acquisition of an interest in real property for the purpose of community development activity at a cost up to but not to exceed \$15,000.

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

APPROVED:

David Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: <u>April 15, 2020</u>	
REGULAR <input checked="" type="checkbox"/>	CONSENT <input type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF A NOTICE OF INTENT TO ADOPT ORDINANCE O-20-07, AUTHORIZING THE ACQUISITION OF REAL PROPERTY LOCATED WITHIN THE CITY OF BISBEE	

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Notice of Intent Ordinance O-20-07

PROPOSED MOTION: I move to approve the Notice of Intent to Adopt Ordinance O-20-07, Authorizing the Acquisition of Real Property located at 121 Ft. Huachuca Lane

DISCUSSION:

The City Manager has identified a property with potential for renovation and will work with the Building Inspector to confirm the home is suitable for rehabilitation.

FISCAL IMPACT: TBD

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

**NOTICE OF INTENT
ORDINANCE O-20-07**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE,
COUNTY OF COCHISE, STATE OF ARIZONA, AUTHORIZING THE ACQUISITION
OF REAL PROPERTY LOCATED WITHIN THE CITY OF BISBEE**

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

WHEREAS, the City Manager has requested conveyance to the City of Bisbee a parcel of real property, to be used for the purpose of affordable housing; and

WHEREAS, this property, located at 121 Fort Huachuca Lane, Bisbee, AZ, may prove to be useful for community development activity in the future; and

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

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

That the City Manager may pursue the acquisition of real property for the purpose of community development activity. The cost to be determined at final negotiation.

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

APPROVED:

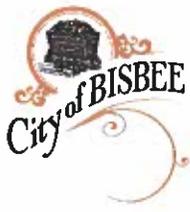
David Smith, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

James Ledbetter, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2020

Regular Special

DATE ACTION SUBMITTED: April 16, 2020

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: City Manager Report

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Report Only

PROPOSED MOTION:

DISCUSSION:

- Draft Budget
- Grade Plan
- MOU with Fire Department
- Other Current events (No Discussion)

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
BISBEE FIRE FIGHTERS ASSOCIATION
LOCAL 2146, PFFA-IAFF
AND THE CITY OF BISBEE**

**ARTICLE 1
SCOPE**

1. This Agreement constitutes a Memorandum of Understanding between the Bisbee Fire Fighters Association, Local 2146, PFFA-IAFF, and the City of Bisbee, as authorized by City of Bisbee Ordinance 0-05-18, City Code Article 3.7. The Bisbee Fire Fighters Association (hereinafter "BFFA") has been designated as an employee organization with the authority to represent fire fighters and eligible Fire Department personnel of the City of Bisbee and to assume all other authority and responsibilities as specified for a designated employee organization under the City's Employee-Employer Relations Ordinance. This Memorandum of Understanding (hereinafter "the Agreement") constitutes the current agreement between the BFFA and the City.
2. This Agreement shall be applicable to all eligible members of the BFFA. Nothing herein shall alter the basic rights of the employees of this City to participate or to refrain from participating in this agreement; the management rights of the Mayor, City Council and City Manager; or the prohibited activities of both employees and the City, all as expressed in the City's Ordinance.
3. Unless otherwise provided in this Agreement, all negotiations or discussions shall be conducted between the City Manager or ~~his~~ a designee and the President of the BFAA or a designated member or committee. Employees who are BFFA representatives shall not receive any additional compensation for performing their duties pursuant to the terms and conditions of this Agreement.
4. This Memorandum of Understanding shall ~~supersede the prior~~ constitute the current agreement between these parties, as acknowledged and approved on July 1, 2020 ~~June 6, 2006~~. Upon the effective date of this present Memorandum of Understanding, the prior agreement shall ~~not of any further force or effect~~ be null and void.

**ARTICLE 2
BFAA RIGHTS**

1. The City will provide a designated space in an area accessible to employees for a BFFA bulletin board at the Fire Department. The board shall be used only for the following BFAA business:
 - A. BFFA recreational, social, labor relations, and related news bulletins.
 - B. Notices of scheduled BFFA meetings.
 - C. Information relating to BFFA elections.
 - D. Official reports of BFFA committees or the Executive Board.

~~E. The BFFA newsletter.~~

Prior to posting, all materials shall be initialed by an authorized BFFA representative, who shall be the BFFA President, Vice President, Secretary, Treasurer or a Committee Chairperson. All approved postings must contain the date of posting and the signature of the person posting.

2. The City agrees to deduct BFFA membership dues from the salaries of all City Employees who are BFFA members who have authorized such deductions in writing and to remit such dues bi-weekly to the designated association. The employee authorization shall remain in effect unless notice of its termination is given in writing to the Finance Department of the City. The City shall not make dues deductions for any other fire fighters organization representing employees covered by this Agreement as long as BFFA remains the designated employee organization for this group of employees.

3. The BFFA shall be permitted to present information concerning this Agreement and the organization to eligible new employees.

ARTICLE 3
RESOLUTION OF DISPUTES

1. At the request of either the BFFA or the City, a meeting shall be scheduled to discuss any issues that may arise under this Agreement. The purpose of these meetings shall be to resolve any dispute or differences in interpretation of this Agreement and to discuss any other topics mutually agreeable to the parties. A maximum of three representatives from the BFFA shall attend these meetings. The City Manager or his designee will participate on behalf of the City. The City Manager will attempt to resolve any dispute or differences in interpretation of this Agreement. Arrangements for the meeting shall be mutually agreed upon by all parties. The party requesting any such meeting shall notify the other in writing of the subjects they wish to discuss not less than two weeks in advance of the meeting.

2. It shall be the duty of the City and the BFFA to exert every reasonable effort to settle all disputes concerning the terms and conditions of this Agreement. The parties agree to negotiate in good faith all disputes arising from this Agreement.

ARTICLE 4
TERM OF AGREEMENT

1. This Agreement shall become effective ~~July 1, 2020~~ ~~July 1, 2008~~, subject to the prior approval by both the City Council and the BFFA, and shall remain in effect until ~~June 30, 2022~~ ~~June 30, 2010~~, unless amended by the mutual agreement of the parties. This agreement may be subject to termination by the City in the event that the BFFA engages in any prohibited activity, as proscribed by Ordinance O-05-18. *See Attachment #1.

2. Upon the mutual consent of the parties, this Agreement may be subject to re-negotiation and amendment. During the term of this Agreement, BFFA shall retain the right to submit annual proposals for meeting and conferring pursuant to the City's Ordinance.

ARTICLE 5
SEVERABILITY

1. If any provision of this Agreement is determined to be invalid or illegal by a court of

competent jurisdiction, then such provision shall be severed from this agreement, but the remainder of the Agreement shall remain in full force and effect.

2. Should any change be made in any State Law, Civil Service Rule or Regulation, City Charter or Code provision, or by order of a court of competent jurisdiction, which would be applicable and contrary to any provision contained in this Agreement, then such provision shall be automatically terminated. The remainder of this Agreement shall remain in full force and effect.

3. The City and the BFFA shall meet as soon as practical for the purpose of replacing any such terminated provision.

ARTICLE 6

HOURS OF WORK AND STAFFING

1. The regular period of work for employees covered by this Agreement shall be 212 hours in a 28-day period. The City will continue to review possible alternative time periods for the period of work and may implement a reduced time period, subject to available funding and approval by the Mayor and Council.

2. The shift start times of employees will be determined by the Chief or ~~his~~ a designee, to accommodate adequate coverage for each day and for each shift.

3. The regularly-scheduled working hours and days off of employees will not be changed to circumvent the payment of overtime. Working hours may be altered as necessary to accommodate training or pursuant to other provisions of this Agreement.

4. ~~Employees who are on light duty status may have their hours shifted to meet the needs of the Department and to reduce the payment of overtime for other employees. "Light duty" status, does not guarantee an employee specific hours or specific days off. The Department will still provide consecutive days off for such employees.~~

5. In the interest of providing the best possible services to the public, in a safe and efficient manner, the Fire Chief and other personnel responsible for arranging work schedules shall make every reasonable effort, under the particular circumstances, to have a staff of ~~six (6)~~ seven (7) fully qualified personnel on duty at all times, during all shifts between two stations. Both parties recognize that this is the goal to which they will aspire, but that in certain circumstances, due to potential illnesses, leave, resignations or other circumstances, this full staffing may not be met at all times. In the event that there may be substantial periods in which this staffing level is not being met, the parties agree to meet to discuss how best to achieve this goal with the resources and personnel that are available.

ARTICLE 7

OVERTIME

1. For the purposes of this Agreement, overtime shall be defined as all hours actually worked, including paid on call time, in excess of ~~212~~ 106 hours in a ~~twenty-eight day~~ fourteen day ~~(14)~~ work period. Holiday pay, vacation time, sick leave and all other compensation for time that does not represent actual work hours shall not be included in the calculation of overtime.

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2. Overtime shall be compensated at 1.5 times the employee's regular rate of pay, and not by ~~compensation~~ compensatory aka comp. time.

**ARTICLE 8
HOLIDAYS**

~~1. An employee who is required to work on a holiday that is recognized by the City shall receive twice his or her regular rate of pay for all hours actually worked during the holiday period.~~

~~1. From PRR IV. Comp. & Benefits, Section 5, B. Full time nonexempt employees who are required to be on duty during any designated holiday shall receive pay for the holiday, at the rate of a full day's pay, in addition to compensation for the hours actually worked during any such holiday.~~

~~2. When a designated holiday falls on an employee's regularly scheduled day off, the employee will receive an extra day's compensation (24 hours) at his or her regular hourly rate.~~

~~2. From PRR IV. Comp. & Benefits, Section 5, Full time employees shall be provided with time off with pay for the holidays that are formally recognized by the City. The holidays that are observed annually by the City are as follows:~~

~~New Year's Day~~

~~Labor Day~~

~~Martin Luther King Day~~

~~Columbus Day~~

~~President's Day~~

~~Veterans' Day~~

~~Memorial Day~~

~~Thanksgiving and the following Friday~~

~~Independence Day~~

~~2. Christmas Day~~

**ARTICLE 9
ON CALL AND CALL-OUT**

~~1. Each employee covered by this Agreement who is on call during an off-duty period shall receive a minimum of five (5) hours pay for each twenty-four hour period in which that employee is on call. The parties agree that an employee who is on call has the freedom to effectively use this time for his or her own purposes, unless a call is received. The employee is entitled to additional compensation as provided here, however, in exchange for the benefits that the City receives from having this employee available for a possible return to work. An employee who responds to a call during any such on-call period to perform unscheduled duties which are in excess of his or her regular hours of work shall receive the five (5) hours of on-call time plus the actual time worked, but not to exceed a total of twenty-four (24) hours during any twenty-four hour period.~~

~~2. 1. Each employee covered by this Agreement who is on call during an off-duty period shall receive five (5) hours of pay for each twenty-four (24) hour period in which that employee is on call. An employee who responds to a call during any such on-call period to perform unscheduled duties shall receive the five (5) hours of on-call time plus the actual time worked, but not to exceed a total of twenty-four (24) hours during a twenty-four (24) hour period. In the event~~

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that an employee cannot complete the on call availability for the full twenty-four (24) hour period and has to "call off" the employee shall receive only two (2) hours of pay plus the actual time worked, but not to exceed a total of twenty-four (24) hours during a twenty-four (24) hour period. An employee who is on call has the freedom to effectively use this time for his or her own purposes, unless a call is received. The employee is entitled to additional compensation as provided herein in exchange for the benefits that the City receives from having this employee available for a possible return to work.

- 1.
2. Employees who are not on call and who report for work scheduled outside of their regular shifts, including for meetings, training assignments, and enforcement actions, or for emergency responses, shall receive a minimum of three (3) hours of compensation per occurrence or the actual hours worked, whichever is greater. Employees shall not be entitled to both the on call hours, as specified above, and this minimum three hour call out compensation for the same event or during the same time period.
3. ~~Whenever call-out duty exceeds four hours, a meal break will be included if circumstances permit.~~

ARTICLE 10

ADDITIONAL-PAY FOR EMERGENCY PARAMEDIC CERTIFICATION

~~1. 1. Effective July 1, 2008, as compensation for the added benefits that accrue to the City and its residents from having the most qualified employees available at all times, employees who maintain Arizona certification as an emergency paramedic shall be entitled to additional compensation in the amount of \$1.00 per hour above their designated salaries. This additional compensation shall be provided for each hour that each such certified employee is compensated by the City.~~

1. Effective July 1, 2020 employees who obtain and maintain Arizona certification as an emergency paramedic shall be entitled to increase in pay of \$1.00 an hour. New hire employees who maintain Arizona certification as an emergency paramedic shall be entitled to the same increase in pay of \$1.00 an hour.

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ARTICLE 11

CLOTHING ALLOWANCE

1. ~~Effective July 1, 2020 July 1, 2008, firefighters who are required to wear uniforms will receive an allowance of \$750 each fiscal year, to be paid in two equal installments of \$375 each year on the first pay periods in July and January, respectively.~~

ARTICLE 12

COMPENSATION AND BENEFITS

1. ~~Effective July 1, 2020 July 1, 2008,~~ employees within the BFFA will receive such pay increases to their current wages as the Mayor and City Council may approve in its budget for that fiscal year.
2. ~~Effective July 1, 2020 July 1, 2008,~~ all wage increases, with the exception of longevity and merit increases, will also increase the starting pay ranges for the positions of all employees covered in this Agreement.

3. ~~Employees who remain loyal to the City will be compensated through measured increases in pay (longevity increases), based on the following scale, subject to the availability of funds and budget approval by the Mayor and Council:~~

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3. ~~Each full-time, employee shall receive additional compensation, applied as an increase to his or her regular rate of pay, based upon the years of full-time service of that employee and the scale approved by Mayor and Council.~~

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- A. ~~1-5 years (Base pay)~~
- B. ~~5-10 years 2% increase in pay~~
- C. ~~10-15 years 3% increase in pay~~
- D. ~~15-20 years 4% increase in pay~~
- E. ~~20-25 years 5% increase in pay~~
- F. ~~25-30 years 6% increase in pay~~

4.3. The City and the Department recognize the value and the need for knowledgeable, dedicated, loyal, and experienced employees. In accordance with applicable state law, employees who are eligible to retire from their current positions may do so and will be eligible to return to work for the City, subject to any limitations that may be imposed pursuant to applicable law.

ARTICLE 13 TRAINING AND TRAINING AND ENFORCEMENT OFFICERS

1. The City and the BFFA agree that on-going training and professional development are both necessary and appropriate for all subject employees. A minimum of not less than three (3) ten (10) hours of relevant professional training should be provided for each BFFA employee during each month. This training shall be compensable time. The majority of this training should be provided in-house, to be lead by existing personnel. The Chief will initiate this process and develop schedules for this purpose.

2. To facilitate this training objective, an intermediate position, Lieutenant, has been created between the rank of Fire Fighter and Captain ~~has been created in order~~ to develop and fully implement this training process. This position will be maintained. ~~During fiscal year 2008-2009, subject to the approval by the Mayor and Council, an additional position at this same level will be created. This new officer will be responsible for coordinating and implementing the inspection and enforcement activities of the Department. It is anticipated that this position would not result in an additional staff position at this time, but would be filled by the promotion of a current staff member, at a salary to be established by the Mayor and Council.~~

3. The City and the BFAA agree that it is in the best interests of both parties for designated BFFA employees to participate on an annual basis in the training programs offered by the Arizona State Fire School. Subject to available funding, Firefighter(s) at least three (3) employees, as selected by the ~~Training Officers Chief~~, upon consideration of the recommendations made by the BFFA, will be sent to this training program each year, subject to scheduling to be arranged by the Chief.

4. ~~The City and BFFA will continue to investigate the possibility of providing additional training~~

opportunities through the National Fire Academy. If this training can be provided in a cost effective manner, with available funding, and consistent with the scheduling demands of the Department, it will be considered as a training alternative.

ARTICLE 14
EDUCATION UNIFORM, SUPPLY & TRAINING REIMBURSEMENT

1. ~~The City has offered to provide certain outside training and money for uniforms, training, certifications, and other work-related supplies to Employee, which the City believes will enable Employee to provide valuable services on behalf of the City to its citizens.~~
2. ~~The City is providing such uniforms, supplies, certifications, and training to Employee in anticipation of Employee continuing to work for the City for at least two (2) years so that the City may recover some of the benefit of the investment made in the training.~~
3. ~~The City and Employee recognize that the Uniform, Supply & Training Reimbursement Agreement is not intended to constitute any type of employment agreement or guarantee of continued employment.~~
4. ~~The employee will sign and agree to the Uniform, Supply & Training Reimbursement Agreement prior to costs being incurred by the City. *See Attachment #2.~~
5. ~~Consideration for reimbursement of training obtained prior to or outside of employment may be brought to the City Manager for approval on a case by case basis.~~

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1. ~~The City will reimburse full-time employees who attend courses, which are related to their current duties and responsibilities, through an accredited college, upon the successful completion of each course.~~

- A. ~~The course must be related to the employee's current duties and responsibilities of his or her job with the City, as approved in writing by the Chief.~~
- B. ~~The college must be an accredited college or university.~~
- C. ~~The course must be successfully completed, requiring a passing grade point average of "C" (2.0) or higher.~~
- D. ~~The City will reimburse for the cost of the course, the books and any labs or shop fees.~~
- E. ~~The City will not reimburse for employee's time to travel to or from the college, for study time, or for the time required to take the course.~~
- F. ~~The employee must have at least 24 months of employment with the City, and the employee agrees to remain employed by the City for at least one year following completion of the course.~~

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ARTICLE 15
VEHICLE & EQUIPMENT REPLACEMENT, CAPITAL IMPROVEMENTS AND REVENUE

1. ~~1. The City and BFFA recognize the need for the development of a Capital Improvement Vehicle and Equipment Replacement Plan to provide for the funding of the vehicles and other equipment that will be needed by the Department in the coming years. The City agrees to consult with the BFFA representatives in the development of any such Capital Improvement Replacement Plan.~~

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2. Develop a Capital Improvement Plan for maintenance of Fire Station #81 and Fire Station #82.

2. 3. The City and BFFA recognize that there are opportunities for an increase in Department revenues from additional ambulance and wild land fire response, among other matters. The City and BFFA will continue to discuss these potential opportunities and will consider reasonable means to increase the revenues generated by the Department.

3. ~~The City has arranged for the installation of an exhaust filtration and control system for Station 2 during fiscal year 2007-2008. The City will obtain and install a similar exhaust control device for Station 1 during fiscal year 2008-2009.~~

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Grade	Department	Title	Point Rating	FY19 Gross	FY20 Budget
A	QUEEN MINE	QMine Tour Attendant	106	\$ 7,376.50	\$ 14,976.00
A	QUEEN MINE	QMine Tour Guide	112		\$ 14,976.00
A	QUEEN MINE	QMine Tour Attendant	106	\$ 6,416.00	\$ 14,976.00
A	QUEEN MINE	QMine Tour Attendant	106	\$ 6,055.50	\$ 14,976.00
A	QUEEN MINE	QMine Tour Attendant	106	\$ 7,666.50	\$ 14,976.00
A	QUEEN MINE	OFFICE ASSISTANT	102	\$ 33,718.22	\$ 32,801.60
A	QUEEN MINE	QMine Tour Attendant	106		\$ 14,976.00
A	QUEEN MINE	QMine Tour Guide	112	\$ 6,795.75	\$ 14,976.00
A	QUEEN MINE	Gift Shop Attendant	102	\$ 22,799.98	\$ 24,960.00
A	QUEEN MINE	QMine Tour Guide	112	\$ 14,507.84	\$ 14,976.00
A	QUEEN MINE	QMine Tour Guide	112		\$ 14,976.00
A	QUEEN MINE	OFFICE ASSISTANT	102		\$ 14,976.00
A	QUEEN MINE	QMine Tour Guide	112	\$ 10,600.75	\$ 14,976.00
A	LIBRARY	Library Assistant	117	\$ 11,780.75	\$ 6,240.00
A	VISITOR CENTER	OFFICE ASSISTANT	102	\$ 10,602.00	\$ 12,168.00

B	PUBLIC WORKS - SANIT	Sanitation Driver	120	\$ 34,191.75	\$ 32,385.60
B	PUBLIC WORKS - SANIT	Recycling Coordinator	120		\$ 25,230.40
B	PUBLIC WORKS - SANIT	Recycling Coordinator	120	\$ 32,505.80	\$ 30,784.00
B	PUBLIC WORKS - SANIT	Recycling Coordinator	120	\$ 39,250.37	\$ 36,691.20
B	PUBLIC WORKS - SANIT	Sanitation Driver	120		\$ 12,299.82
B	PUBLIC WORKS - SANIT	Sanitation Driver	120	\$ 31,636.74	\$ 27,040.00
B	PUBLIC WORKS - SANIT	Sanitation Driver	120	\$ 38,151.85	\$ 35,256.00
B	PUBLIC WORKS - SANIT	Sanitation Driver (PT)	120		\$ 12,168.00
B	PUBLIC WORKS - SANIT	Sanitation Driver	120	\$ 33,042.70	\$ 30,160.00

C	PARKS & REC	Groundskeeper	136	\$ 25,620.00	\$ 27,040.00
C	PARKS & REC	Groundskeeper	136		\$ 24,960.00
C	PARKS & REC	Groundskeeper-PAR	136		\$ 12,168.00
C	PUBLIC WORKS ADMIN	Administrative Assistant	141	\$ 29,103.74	\$ 28,454.40
C	QUEEN MINE	Administrative Assistant	141		\$ 29,120.00

D	LIBRARY	Early Literacy Outreach Specialist	169	\$ 2,409.00	\$ 14,976.00
D	PUBLIC WORKS - SEWER	WW Collections System Operator	149		\$ 27,040.00
D	PUBLIC WORKS - SEWER	WW Collections System Operator	149	\$ 38,566.82	\$ 36,067.20
D	PUBLIC WORKS - SEWER	WW Collections System Operator	149	\$ 65,498.51	\$ 32,260.80
D	FINANCE	Accounting Clerk	151	\$ 33,112.06	\$ 33,592.00
D	FINANCE	Accounting Clerk	151		\$ 29,120.00
D	PUBLIC WORKS - STS	Equipment Operator	156	\$ 44,531.81	\$ 39,852.80
D	PUBLIC WORKS - STS	Equipment Operator	156	\$ 39,783.70	\$ 35,360.00
D	PUBLIC WORKS - STS	Equipment Operator	156		\$ 31,200.00
D	PUBLIC WORKS - STS	Equipment Operator	156		\$ 29,120.00

E	POLICE	Administrative Assistant	169	\$ 29,323.08	\$ 37,440.00
E	POLICE	Administrative Assistant	169	\$ 13,627.96	\$ 37,440.00
E	POLICE	Communication Officer	170		\$ 29,036.80
E	POLICE	Communication Officer (PT)	170	\$ 6,862.32	\$ 14,518.40
E	POLICE	Communication Officer	170	\$ 29,796.66	\$ 30,388.80
E	POLICE	Communication Officer	170		\$ 29,036.80
E	POLICE	Animal Control Officer	180		\$ 28,870.40
E	PUBLIC WORKS ADMIN	Administrative Assistant	169	\$ 36,608.59	\$ 34,569.60

Grade	Department	Title	Point Rating	FY19 Gross	FY20 Budget
F	FINANCE	Accountant	203		\$ 41,600.00
F	FINANCE	Accountant	203		\$ 41,600.00
F	CITY CLERK	Deputy City Clerk	228	\$ 35,652.00	\$ 35,817.60
F	LIBRARY	Library Services Coord.	228	\$ 25,301.29	\$ 31,200.00
F	PW - GARAGE	Equipment Mechanic	208	\$ 45,041.80	\$ 37,856.00

G	FIRE	Firefighter/EMT	227	\$ 40,866.87	\$ 39,624.00
G	FIRE	Firefighter/EMT	227		\$ 39,624.00
G	FIRE	Firefighter/EMT	227	\$ 40,722.33	\$ 39,624.00
G	FIRE	Firefighter/EMT	227	\$ 45,358.95	\$ 40,086.28
G	FIRE	Firefighter/EMT	227		\$ 39,624.00
G	FIRE	Firefighter/EMT	227		\$ 39,624.00
G	FIRE	Firefighter/EMT	227		\$ 39,624.00
G	FIRE	Firefighter/EMT	227		\$ 39,624.00

H	QUEEN MINE	Mine Maintenance Mechanic	237	\$ 25,395.80	\$ 25,896.00
H	PW - GARAGE	Lead Equipment Mechanic	237	\$ 53,597.60	\$ 53,705.60
H	POLICE	Police Officer (PT)	244	\$ 39,491.30	\$ 3,384.00
H	POLICE	Police Officer (PT)	244		\$ 3,384.00
H	POLICE	Police Officer (PT)	244		\$ 3,384.00
H	POLICE	Police Officer	244	\$ 44,778.78	\$ 38,896.00
H	POLICE	Police Officer	244	\$ 37,758.08	\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244	\$ 42,477.66	\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244	\$ 45,865.89	\$ 38,896.00
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60
H	POLICE	Police Officer	244		\$ 37,273.60

I	FIRE	Firefighter/Paramedic	247	\$ 46,656.59	\$ 43,784.00
I	FIRE	Firefighter/Paramedic	247	\$ 49,568.83	\$ 44,577.00
I	FIRE	Firefighter/Paramedic	247		\$ 42,926.00
I	FIRE	Firefighter/Paramedic	247	\$ 43,316.45	\$ 42,926.00
I	FIRE	Firefighter/Paramedic	247		\$ 42,926.00

J	PUBLIC WORKS ADMIN	Public Works Operations Manager	252	\$ 40,324.40	\$ 50,003.20
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K	FIRE	Fire Lieutenant - EMT	262	\$ 58,613.94	\$ 46,228.00
K	FIRE	Fire Lieutenant - EMT	262	\$ 51,985.49	\$ 46,228.00
K	FIRE	Fire Lieutenant - Paramedic	262		\$ 49,530.00

L	FIRE	Fire Captain - EMT	297	\$ 63,736.26	\$ 57,851.04
L	FIRE	Fire Captain - EMT	297	\$ 65,107.76	\$ 54,317.90
L	FIRE	Fire Captain - Paramedic	297	\$ 49,624.76	\$ 52,832.00

Grade	Department	Title	Point Rating	FY19 Gross	FY20 Budget
M	CITY CLERK	City Clerk	289	\$ 62,608.00	\$ 62,608.00
M	PERSONNEL	Personnel Director	289		\$ 52,000.00

N	POLICE	Police Sergeant	297	\$ 68,334.44	\$ 53,476.80
N	POLICE	Police Sergeant	297	\$ 55,277.22	\$ 43,680.00
N	LIBRARY	Library Manager	289	\$ 37,354.36	\$ 44,220.80
N	BLDG INSPECTOR	Zoning & Building inspector	297	\$ 50,008.50	\$ 49,628.80
N	QUEEN MINE	Mine Operations Manager	289	\$ 54,870.40	\$ 54,870.40

O	FIRE	Fire Marshal	297		\$ 56,201.60
O	POLICE	Deputy Police Chief	297	\$ 61,421.23	\$ 56,201.60

P	FINANCE	Finance Director	342	\$ 77,022.41	\$ 77,022.40
P	PUBLIC WORKS ADMIN	Public Works Director	352		\$ 82,492.80
P	FIRE	Fire Chief	353	\$ 72,072.00	\$ 72,072.00
P	POLICE	Police Chief	353	\$ 70,574.40	\$ 72,300.80

EXEMPT POSITIONS