ATTENTION

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

Due to Covid 19 this meeting will be conducted electronically by Zoom and Facebook. The public can join, listen and view the meeting as follows:

- **City's Facebook page (https://www.facebook.com/COB118Arizona/). A Facebook account is not necessary.**
- **Zoom by calling in at 1-346-248-7799 or by the following link https://us02web.zoom.us/j/86175206009 the meeting/webinar ID is 861 7520 6009.**
- **The public can submit comments that will be read at the dais by a staff member to publiccomment@bisbeeaz.gov. Citizens can also be recognized to speak during the meeting only if they sign up ahead of time at the email address above. Please indicate if you are signing up to speak under Call to the Public or a specific item number.**

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, SEPTEMBER 1, 2020 AT 7:00 PM VIA ZOOM.

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

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 August 4, 2020 at 7:00 pm.
   Ashlee Coronado, City Clerk

   B. Approval of the Minutes of the Regular Session of Mayor and Council held on August 18, 2020 at 7:00 pm.
   Ashlee Coronado, City Clerk

   C. Approval of the Appointment of Linda Santellanes to the Design Review Board.
   Ashlee Coronado, City Clerk

   D. Approval of the Appointment of Mary Gojkovich to the Police and Fire Advisory Committee, WARD III seat.
   Ashlee Coronado, City Clerk

   E. Approval of the Resignation of William Crow from the Airport Advisory Commission and the Police and Fire Advisory Committee.
   Ashlee Coronado, City Clerk

   F. Approval of the Resignation of Sandra Smith from the Bisbee Arts Commission.
   Ashlee Coronado, City Clerk

   G. Approval of an Application for an Extension of Premises/Patio Permit submitted by the Bisbee Grille DBA Bisbee's Table for a permanent change due to Covid-19 changes for public safety; Robert Page, Applicant.
   Ashlee Coronado, City Clerk

   H. Approval of an Application for an Extension of Premises/ Patio Permit submitted by the Bisbee Grand Hotel & Saloon for a permanent change for an addition of adjacent first floor space (2,094 sq. ft.) and upstairs area (4,389 sq. ft.).
   Ashlee Coronado, City Clerk

OLD BUSINESS

3. Discussion and Possible Approval of Ordinance O-20-13; Dissolving the Community Sustainability Commission.
   David Smith, Mayor

NEW BUSINESS

4. Discussion and Possible Approval of a Contract with Fare Harbor B.V. for Online Ticket Sales for the Queen Mine Tour.
   Doug Graeme, Queen Mine Tour Manager

5. Discussion and Possible Approval to Purchase a collection of Bisbee Minerals from De Natura in the amount of $40,000.00 for resale in the Queen Mine Tour Gift Shop.
   Doug Graeme, Queen Mine Tour Manager

6. Update on Solar Panels at the Wastewater Treatment Plant
   Jesus Haro, Public Works Director

7. Discussion and Possible Approval of the Notice of Intent to adopt Ordinance O-20-14, Authorizing the Acquisition of Real Property located within the City of Bisbee.
   Theresa Coleman, City Manager

8. City Manager's Report:
   - Other Current events (No Discussion)

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

ADJOURNMENT:

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

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

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

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

#1

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-2020203 DENTAL INSUR PAYABLE							
2233	DELTA DENTAL of ARIZONA	802142	Dental insurance premiums for Se	08/17/2020	3,326.99	3,326.99	08/19/2020
2233	DELTA DENTAL of ARIZONA	802143	Cobra Dental premiums for Septm	08/17/2020	61.39	61.39	08/19/2020
10-2020801 PUBLIC SAFETY RETIRE PAYABLE							
6532	JAMES SMITH	8132020	REIMBURSE FOR PSPRS	08/13/2020	124.75	124.75	08/19/2020
10-2020802 DEFERRED COMPENSATION PAYABLE							
1623	NATIONWIDE RETIREMENT SO	20-0822	Deferred Comp for PPE 8-22-202	08/22/2020	3,485.28	.00	
10-2020818 UNION DUES PAYABLE							
3677	AZ COPS	PPE08222020	Police union dues for PPE 8-22-2	08/22/2020	225.00	.00	
1147	BISBEE FIREFIGHTERS LOCAL	PPE 8-22-2020	Union dues for fire department PP	08/22/2020	405.00	.00	
10-2021001 HEALTH INSURANCE PAYABLE							
6917	BLUE CROSS BLUE SHIELD OF	037849-09-20-	Health insurance premuim Buy-up	08/18/2020	10,102.70	10,102.70	08/19/2020
6917	BLUE CROSS BLUE SHIELD OF	037849-09-20-	Health Insurance premium Core P	08/18/2020	33,755.63	33,755.63	08/19/2020
10-2021002 ADDITIONAL LIFE INSUR PAYABLE							
5455	MUTUAL OF OMAHA	1114515905	Employer Pd. Life Ins.	08/17/2020	824.25	824.25	08/19/2020
5455	MUTUAL OF OMAHA	1114515905	Voluntary Life & AD&D	08/17/2020	599.09	599.09	08/19/2020
10-2021005 AFLAC INSURANCE PAYABLE							
2111	AFLAC	182130	AFLAC invoice for August	08/25/2020	1,656.46	1,656.46	08/19/2020
10-2021006 PREPAID LEGAL SVCS PAYABLE							
5909	LEGAL SHIELD	LEGAL-BFD-A	LegalShield Premiums for August	08/15/2020	77.70	77.70	08/19/2020
10-2021007 VISION CARE INSUR PAYABLE							
2344	VISION SERVICE PLAN	810157332-09-	Vision Care for September 2020	08/18/2020	1,028.73	.00	
10-2021008 HEALTH INSURANCE-COBRA							
6917	BLUE CROSS BLUE SHIELD OF	037849-09-20-	COBRA Insurance - Sep	08/18/2020	494.95	494.95	08/19/2020
10-2024000 PAYROLL GARNISHMENTS PAYABLE							
3271	SUPPORT PAYMENT CLEARING	20-0822	Child Support Payments for PPE	08/22/2020	1,790.33	.00	
10-34-10880 PARKS USE PERMIT							
1059	BISBEE VOGUE INC.	20-0818	REFUND-PERMIT NO. 04-20 BIS	08/18/2020	25.00	.00	
1059	BISBEE VOGUE INC.	20-0818	REFUND-PERMIT NO. 05-20 BIS	08/18/2020	25.00	.00	
10-34-40066 AMBULANCE FEES							
7100	MARS REFUND ACCOUNT	2020.08.20	REFUND FOR AMBULANCE BIL	08/20/2020	105.03	.00	
10-38-99999 OTHER REVENUE & TRANSFERS							
1059	BISBEE VOGUE INC.	20-0818	REFUND-PERMIT NO. 06-20 BIS	08/18/2020	3,247.75	.00	
Total :					61,361.03	51,023.91	
MAYOR & COUNCIL							
10-50-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0807	ZOOM-MAYOR & COUNCIL MEE	08/07/2020	37.42	37.42	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	ZOOM-MAYOR & COUNCIL MEE	08/07/2020	32.92	32.92	08/26/2020
Total MAYOR & COUNCIL:					70.34	70.34	
CITY MANAGER							
10-51-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - City Mgr.	08/17/2020	22.43	22.43	08/19/2020
10-51-13400 EDUCATION & TRAINING							
6943	CORPORATE PAYMENT SYSTE	20-0807	VIRTUAL CONFERENCE	08/07/2020	131.99	131.99	08/26/2020
10-51-24000 PHONES							
6050	VERIZON	9860717915	City Manager	08/13/2020	233.02	233.02	08/25/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total CITY MANAGER:				387.44	387.44	
FINANCE DEPARTMENT							
10-52-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Finance	08/17/2020	89.09	89.09	08/19/2020
10-52-41500 OFFICE SUPPLIES							
6340	OFFICE DEPOT	109452119001	CREDIT	07/24/2020	9.67-	.00	
	Total FINANCE DEPARTMENT:				79.42	89.09	
CITY CLERK							
10-53-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - City Clerk	08/17/2020	32.76	32.76	08/19/2020
10-53-13400 EDUCATION & TRAINING							
6943	CORPORATE PAYMENT SYSTE	20-0807	ELECTIONS TRAINING	08/07/2020	25.00	25.00	08/26/2020
10-53-24000 PHONES							
6050	VERIZON	9860717915	City Clerk	08/13/2020	36.40	36.40	08/25/2020
10-53-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	20-0807	STORAGE RACKS	08/07/2020	142.94	142.94	08/26/2020
10-53-46531 ELECTION EXPENSE							
4266	COCHISE COUNTY ELECTIONS	20-0819	ELECTIONS ADMIN FEES, BALL	08/19/2020	2,655.75	.00	
	Total CITY CLERK:				2,892.85	237.10	
COMMUNITY DEVELOPMENT							
10-54-21000 ELECTRIC - SHELTER							
1097	AZ PUBLIC SERVICE (2 of 3)	1587010000-0	938 Tovreaville Rd Kennel #15870	08/24/2020	245.08	245.08	08/25/2020
10-54-24000 PHONES - SHELTER							
4192	CENTURY LINK	420B-07-20	ANIMAL SHELTER 520-432-6020	08/13/2020	40.55	40.55	08/25/2020
10-54-24001 INTERNET FEES - SHELTER							
4059	SPARKLIGHT	20-0823/AS	Internet Svc-Animal Shelter	08/24/2020	88.94	88.94	08/25/2020
10-54-46542 ANIMAL SHELTER EXPENSES							
6536	BISBEE NAPA AUTO PARTS	231553	BATTERY, WIPER BLADE, TERM	08/14/2020	148.75	.00	
6172	MMPC	62164	PEST CONTROL-AS	08/07/2020	50.00	.00	
	Total COMMUNITY DEVELOPMENT:				573.32	374.57	
ADMINISTRATION & GENERAL GOV'T							
10-55-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0149540000-0	118 AZ Street - #0149540000	08/24/2020	74.68	74.68	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	1097842562-0	Tovreaville Rd #1097842562	08/24/2020	530.01	530.01	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7290017491-0	2118 Newell St. Naco #72900174	08/24/2020	106.88	106.88	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7844594365-0	Tovreaville Rd Trlr #7844595365	08/24/2020	133.53	133.53	08/25/2020
10-55-24000 PHONES							
4192	CENTURY LINK	408B-07-20	FAX 520-432-7647 408B	08/13/2020	33.36	33.36	08/25/2020
4192	CENTURY LINK	422B-07-20	CITY HALL 520-432-7380 422B	08/13/2020	101.84	101.84	08/25/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	BROADVOICE-PHONES	08/07/2020	652.14	652.14	08/26/2020
10-55-43500 POSTAGE							
6943	CORPORATE PAYMENT SYSTE	20-0807	POSTAGE	08/07/2020	250.00	250.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	POSTAGE	08/07/2020	250.00	250.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	POSTAGE	08/07/2020	250.00	250.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	POSTAGE	08/07/2020	250.00	250.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	STAMPS.COM	08/07/2020	27.39	27.39	08/26/2020
10-55-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0807	HAND SANITIZER	08/07/2020	137.94	137.94	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	FACE MASKS	08/07/2020	41.54	41.54	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	CREDIT	08/07/2020	772.90-	772.90-	08/26/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6943	CORPORATE PAYMENT SYSTE	20-0807	HAND SANITIZER PUMP	08/07/2020	98.54	98.54	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	HAND SANITIZER PUMP	08/07/2020	62.43	62.43	08/26/2020
Total ADMINISTRATION & GENERAL GOV'T:					2,227.38	2,227.38	
PERSONNEL							
10-56-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Personnel	08/17/2020	22.43	22.43	08/19/2020
10-56-24000 PHONES							
6050	VERIZON	9860717915	HR	08/13/2020	36.40	36.40	08/25/2020
10-56-42040 ADVERTISING							
6943	CORPORATE PAYMENT SYSTE	20-0807	ADVERTISING POSTER	08/07/2020	2.99	2.99	08/26/2020
Total PERSONNEL:					61.82	61.82	
WATER SYSTEMS							
10-58-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6224970000-0	Douglas RD Pump - #622497000	08/24/2020	41.51	41.51	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7117441000-07	Tombstone Cyn Pump #71174410	08/19/2020	134.97	134.97	08/19/2020
Total WATER SYSTEMS:					176.48	176.48	
INFORMATION SYSTEMS							
10-59-31000 PROFESSIONAL FEES							
6343	EXECUTECH	149497	EXCHANGE CLOUD FILE, EXCH	07/31/2020	657.60	.00	
10-59-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0807	LOGMEIN GOTO MEETING	08/07/2020	126.85	126.85	08/26/2020
10-59-55200 NON CAP EQUIP PURCHASES							
6943	CORPORATE PAYMENT SYSTE	20-0807	EXTERNAL HARD DRIVE	08/07/2020	158.91	158.91	08/26/2020
Total INFORMATION SYSTEMS:					943.36	285.76	
POLICE DEPARTMENT							
10-62-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Police Officers (Sworn)	08/17/2020	493.86	493.86	08/19/2020
5455	MUTUAL OF OMAHA	1114515905	STD/LTD - Police (Non-Sworn)	08/17/2020	85.59	85.59	08/19/2020
10-62-12300 UNIFORMS & CLOTHING							
6943	CORPORATE PAYMENT SYSTE	20-0807	UNIFORM/ECHAVE	08/07/2020	54.79	54.79	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	UNIFORM/ECHAVE	08/07/2020	409.41	409.41	08/26/2020
6479	FX TACTICAL	I1-10015410	UNIFORMS/BRENNAN	08/11/2020	195.65	.00	
6479	FX TACTICAL	I1-10015483	UNIFORMS/RITCHIE	08/17/2020	80.41	.00	
6436	GALLS, LLC	15998573	UNIFORMS/DEFOOR	07/06/2020	220.88	.00	
6436	GALLS, LLC	16074179	UNIFORMS/DEFOOR	07/16/2020	99.51	.00	
6436	GALLS, LLC	16076521	UNIFORMS/RITCHIE	07/16/2020	289.53	.00	
6436	GALLS, LLC	16110123	UNIFORMS/COX	07/22/2020	169.15	.00	
6436	GALLS, LLC	16110128	UNIFORMS/RITCHIE	07/22/2020	364.09	.00	
6436	GALLS, LLC	16110299	UNIFORMS/DEFOOR	07/22/2020	82.00	.00	
6436	GALLS, LLC	16111211	UNIFORMS/AMOS	07/22/2020	613.46	.00	
10-62-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0546921000-0	1 W HWY 92 Police #054692100	08/24/2020	916.79	916.79	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	0625720000-0	938 BTovreaville Rd Impound Lot	08/24/2020	58.88	58.88	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	8692621000-0	129 Tank Hill D - #8692621000	08/19/2020	99.44	99.44	08/19/2020
10-62-22000 WATER							
1106	AZ WATER COMPANY	03109045754-	35 HWY 92 T/CIR #03109045754	08/19/2020	71.70	71.70	08/19/2020
10-62-24000 PHONES							
4192	CENTURY LINK	402B-07-20	POLICE 520-432-2261 402B	08/13/2020	268.73	268.73	08/25/2020
6050	VERIZON	9860717915	Police	08/13/2020	786.06	786.06	08/25/2020
6050	VERIZON	9860717915	Credit	08/13/2020	50.00-	50.00-	08/25/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-62-24001 INTERNET ACCESS FEES							
4059	SPARKLIGHT	20-0823/BPD	Internet Svc-Police Department	08/24/2020	130.00	130.00	08/25/2020
6050	VERIZON	9860726823	Police Air Cards	08/13/2020	561.94	561.94	08/25/2020
10-62-34000 CONTRACT SERVICES							
6172	MMPC	61769	PEST CONTROL-BPD	08/03/2020	40.00	.00	
10-62-41500 OFFICE SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	20-0807	OFFICE SUPPLIES	08/07/2020	143.07	143.07	08/26/2020
10-62-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	20-0807	FRIDGE	08/07/2020	420.32	420.32	08/26/2020
10-62-42060 INVENTORIED TOOLS							
6943	CORPORATE PAYMENT SYSTE	20-0807	AIR COMPRESSOR	08/07/2020	222.52	222.52	08/26/2020
10-62-43500 POSTAGE							
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	198.01	198.01	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	66.88	66.88	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	STAMPS.COM	08/07/2020	19.72	19.72	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	66.88	66.88	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	5.80	5.80	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	STAMPS	08/07/2020	25.00	25.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	17.16	17.16	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	66.88	66.88	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	SHIPPING CHARGES	08/07/2020	13.98	13.98	08/26/2020
10-62-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4059219172	JANITORIAL SUPPLIES	08/19/2020	81.79	.00	
7060	CINTAS	4059565543	JANITORIAL SUPPLIES	08/12/2020	81.79	.00	
7060	CINTAS	9095959109	CREDIT	07/16/2020	95.48-	.00	
7060	CINTAS	9095959110	CREDIT	07/16/2020	81.79-	.00	
7060	CINTAS	9095959111	CREDIT	07/16/2020	133.64-	.00	
7060	CINTAS	9095959112	JANITORIAL SUPPLIES	07/16/2020	68.57	.00	
7060	CINTAS	9095959113	JANITORIAL SUPPLIES	07/16/2020	68.57	.00	
7060	CINTAS	9095959114	JANITORIAL SUPPLIES	07/16/2020	107.50	.00	
10-62-46624 MOVING, TOWING, STORAGE EXP							
7000	BARNETT'S TOWING, LLC	435969	TOWING SERVICE	07/13/2020	170.00	.00	
7000	BARNETT'S TOWING, LLC	435971	TOWING SERVICE	07/14/2020	166.25	.00	
7000	BARNETT'S TOWING, LLC	435974	TOWING SERVICE	07/15/2020	237.50	.00	
7000	BARNETT'S TOWING, LLC	436094	TOWING SERVICE	08/06/2020	142.50	.00	
7000	BARNETT'S TOWING, LLC	436164	TOWING SERVICE	08/17/2020	213.75	.00	
7000	BARNETT'S TOWING, LLC	436190	TOWING SERVICE	08/16/2020	166.25	.00	
10-62-50100 BLDG REPAIR & MAINT							
1659	ACE HARDWARE	30781	FAUCET SUPPLY LINE, LAV FAU	07/30/2020	120.13	.00	
1659	ACE HARDWARE	30855	DRAIN CLEANER	08/05/2020	27.93	.00	
1862	B&D LUMBER & HARDWARE	175400	KEYS	05/04/2020	8.29	.00	
1862	B&D LUMBER & HARDWARE	175413	KEY	05/04/2020	1.67	.00	
1862	B&D LUMBER & HARDWARE	177680	FG H&H TNB	08/15/2020	63.35	.00	
10-62-55000 EQUIPMENT REPAIR & MAINT							
5870	A.L.E.R.T.	20-1127	RADAR CALIBRATION	08/18/2020	1,154.28	.00	
10-62-55200 NON CAP EQUIP PURCHASES							
6943	CORPORATE PAYMENT SYSTE	20-0807	ANTENNA KITS	08/07/2020	37.23	37.23	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	RADIO ANTENNAS	08/07/2020	114.06	114.06	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	EVIDENCE BOXES	08/07/2020	37.23	37.23	08/26/2020
10-62-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	231248	CYCLONE SPEAKER	08/11/2020	266.31	.00	
6536	BISBEE NAPA AUTO PARTS	232048	BATTERY	08/20/2020	149.49	.00	
6943	CORPORATE PAYMENT SYSTE	20-0807	MAGNETIC MOUNT	08/07/2020	56.98	56.98	08/26/2020
1854	W R RYAN - FIRESTONE	T18920	TIRES	07/24/2020	267.43	.00	
Total POLICE DEPARTMENT:					10,806.01	5,398.91	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
FIRE DEPARTMENT							
10-64-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD/LTD - Fire	08/17/2020	665.57	665.57	08/19/2020
10-64-12300 UNIFORMS & CLOTHING							
7094	BLY, LINDSAY	20-0704	REIMBURSEMENT-UNIFORM	07/04/2020	26.98	.00	
5821	PRINT & STITCH	769	UNIFORM/DAVEY	08/06/2020	132.60	.00	
5821	PRINT & STITCH	770	UNIFORM/CASTILLO	08/06/2020	67.56	.00	
6868	SARAH, JADD	20-0814	REIMBURSEMENT-UNIFORM	08/14/2020	125.55	.00	
1833	UNITED FIRE	731613	UNIFORM/SARAH	08/06/2020	427.11	.00	
10-64-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4361690000-0	645 Tombstone Cyn Sta 2 - #4361	08/19/2020	244.82	244.82	08/19/2020
1097	AZ PUBLIC SERVICE (2 of 3)	9079721000-0	192 Hwy 92 Hwy Fire Station #90	08/24/2020	501.04	501.04	08/25/2020
10-64-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472000555002	645 Tombstone Cyn - Fire #2- #47	08/19/2020	58.26	58.26	08/19/2020
10-64-24000 PHONES							
4192	CENTURY LINK	278B-07-20	FIRE DEPT 520-432-1985 278B	08/13/2020	99.99	99.99	08/25/2020
4192	CENTURY LINK	398B-07-20	FIRE DEPT 520-432-4110 398B	08/13/2020	72.83	72.83	08/25/2020
4192	CENTURY LINK	412B-07-20	FIRE DEPT #2 520-432-6022 412	08/13/2020	54.53	54.53	08/25/2020
6050	VERIZON	9860717915	Fire	08/13/2020	222.05	222.05	08/25/2020
10-64-24001 INTERNET ACCESS FEES							
6050	VERIZON	9860717915	Fire Dept Air Card	08/13/2020	40.01	40.01	08/25/2020
6050	VERIZON	9860726823	Fire Dept Air Cards	08/13/2020	1,818.74	1,818.74	08/25/2020
10-64-34000 CONTRACT SERVICES							
6172	MMPC	62121	PEST CONTROL-STA#2	08/07/2020	30.00	.00	
6172	MMPC	62148	PEST CONTROL-STA#2	08/07/2020	30.00	.00	
5710	XEROX CORPORATION	11008817	BASE CHARGE & USAGE/BFD	08/01/2020	183.33	.00	
10-64-34010 AMBULANCE BILLING SERVICES							
7071	AMB	0098379-IN	AMBULANCE BILLING-JULY 20	07/31/2020	1,334.31	.00	
10-64-45100 DISPOSABLE EQUIP & TOOLS							
6943	CORPORATE PAYMENT SYSTE	20-0807	HOSE FOR HIGH RISE PACKS-D	08/07/2020	69.00	69.00	08/26/2020
10-64-45300 CUSTODIAL SUPPLIES							
1659	ACE HARDWARE	30924	MURPHY OIL SOAP	08/14/2020	3.68	.00	
7060	CINTAS	4056153075	JANITORIAL SUPPLIES	07/15/2020	51.53	.00	
7060	CINTAS	4057287103	JANITORIAL SUPPLIES	07/29/2020	51.53	.00	
7060	CINTAS	4057895530	JANITORIAL SUPPLIES	08/05/2020	122.94	.00	
7060	CINTAS	4058565498	JANITORIAL SUPPLIES	08/12/2020	51.53	.00	
10-64-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30924	CAM LOCK	08/14/2020	5.39	.00	
1659	ACE HARDWARE	30924	ELECTRIC TAPE	08/14/2020	1.06	.00	
6943	CORPORATE PAYMENT SYSTE	20-0807	VHF FLEXIBLE WHIP, BASE FO	08/07/2020	215.00	215.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	ZAGG INC SCREEN PROTECTO	08/07/2020	.01	.01	08/26/2020
1833	UNITED FIRE	718155	TURN OUT GEAR & REPAIR	11/26/2019	2,804.51	.00	
10-64-46641 MEDICAL SUPPLIES							
1321	BOUND TREE MEDICAL, LLC	83688647	MEDICAL SUPPLIES/BFD	07/08/2020	220.88	.00	
1321	BOUND TREE MEDICAL, LLC	83723870	MEDICAL SUPPLIES/BFD	08/05/2020	703.57	.00	
1321	BOUND TREE MEDICAL, LLC	83725545	MEDICAL SUPPLIES/BFD	08/06/2020	236.69	.00	
1321	BOUND TREE MEDICAL, LLC	83728594	MEDICAL SUPPLIES/BFD	08/10/2020	180.71	.00	
10-64-50100 BLDG REPAIR & MAINT							
1659	ACE HARDWARE	30948	DE ACRYLIC PLUS WHT	08/18/2020	4.64	.00	
10-64-61000 VEHICLE PARTS & LABOR							
1659	ACE HARDWARE	30932	NIPPLE GALV	08/17/2020	9.58	.00	
1659	ACE HARDWARE	30934	ELBOW	08/17/2020	9.31	.00	
6536	BISBEE NAPA AUTO PARTS	231122	FUEL FILTER, OIL FILTER	08/10/2020	43.89	.00	
6536	BISBEE NAPA AUTO PARTS	231161	OIL FILTER	08/10/2020	7.94	.00	
6536	BISBEE NAPA AUTO PARTS	231238	BATTERY	08/11/2020	41.20	.00	
6536	BISBEE NAPA AUTO PARTS	231239	AIR FILTER	08/11/2020	57.43	.00	
6536	BISBEE NAPA AUTO PARTS	231768	INTERLCKBALL MOUNT, RECEI	08/17/2020	67.59	.00	
6943	CORPORATE PAYMENT SYSTE	20-0807	HOOD LIFT SUPPORT	08/07/2020	48.58	48.58	08/26/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6449	EMERGENCY VEHICLE GROUP,	26760	SWITCH, ROCKER	08/13/2020	71.78	.00	
	Total FIRE DEPARTMENT:				11,215.25	4,110.43	
BUILDING & MAINTENANCE							
10-74-45300 CUSTODIAL SUPPLIES							
6038	BRADY INDUSTRIES, LLC.	6553850	B/M JANITORIAL SUPPLIES/LIN	08/04/2020	822.28	.00	
7060	CINTAS	4058565459	JANITORIAL SUPPLIES	08/12/2020	37.19	.00	
7060	CINTAS	4059219126	JANITORIAL SUPPLIES	08/19/2020	37.19	.00	
10-74-50100 BLDG REPAIR & MAINT							
1862	B&D LUMBER & HARDWARE	177697	WLD STL SHT, REFRIG TUBE	08/17/2020	80.42	.00	
1862	B&D LUMBER & HARDWARE	177698	LIGHT BULBS	08/17/2020	47.11	.00	
1862	B&D LUMBER & HARDWARE	177698	BRASS COMP UNION	08/17/2020	2.49	.00	
1862	B&D LUMBER & HARDWARE	177725	FHP CONCR SCR	08/18/2020	46.80	.00	
	Total BUILDING & MAINTENANCE:				1,073.48	.00	
PUBLIC WORKS ADMINISTRATION							
10-75-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - PW-Admin.	08/17/2020	71.06	71.06	08/19/2020
10-75-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2518290000-0	404 Bisbee Rd - #2518290000	08/24/2020	46.41	46.41	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	5081307274-0	Tovreaville Rd. #5081307274	08/24/2020	224.00	224.00	08/25/2020
10-75-22000 WATER							
1106	AZ WATER COMPANY	03112030003-0	404 Bisbee Rd - PW 0311203000	08/24/2020	28.79	28.79	08/25/2020
10-75-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	472011113302	404 Bisbee Rd.- #472-0111133-02	08/24/2020	35.40	35.40	08/25/2020
10-75-24000 PHONES							
6050	VERIZON	9860717915	PW	08/13/2020	97.27	97.27	08/25/2020
10-75-34000 CONTRACT SERVICES							
1110	ENTERPRISE FM TRUST	FBN4012656	VEHICLE LEASE-23L79J & 23L7	08/05/2020	2,108.88	.00	
5710	XEROX CORPORATION	11055476	BASE CHARGE & USAGE/PW	08/02/2020	95.88	.00	
10-75-41500 OFFICE SUPPLIES							
6340	OFFICE DEPOT	113582755001	COPY HOLDER	08/04/2020	21.22	.00	
10-75-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4058565459	JANITORIAL SUPPLIES	08/12/2020	18.59	.00	
7060	CINTAS	4059219126	JANITORIAL SUPPLIES	08/19/2020	18.59	.00	
10-75-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0807	FUEL-TUCSON	08/07/2020	31.97	31.97	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	WINDOW TINTING-CASA GRAN	08/07/2020	199.50	199.50	08/26/2020
	Total PUBLIC WORKS ADMINISTRATION:				2,997.56	734.40	
GARAGE							
10-77-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - PW Garage	08/17/2020	39.14	39.14	08/19/2020
10-77-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	Tovreaville Rd Warehouse $433.5	08/24/2020	198.72	198.72	08/25/2020
10-77-24000 PHONES							
4192	CENTURY LINK	418B-07-20	PW GARAGE 520-432-6044 418	08/13/2020	138.80	138.80	08/25/2020
4192	CENTURY LINK	430B-07-20	GARAGE 520-432-1983 430B	08/13/2020	70.59	70.59	08/25/2020
6050	VERIZON	9860717915	City Garage	08/13/2020	72.80	72.80	08/25/2020
10-77-34000 CONTRACT SERVICES							
6067	BARCO'S ICE	474	ICE-JAN, MARCH, APRIL, JUNE	01/09/2020	100.00	.00	
6067	BARCO'S ICE	474	ICE-JULY, AUGUST	01/09/2020	50.00	.00	
7060	CINTAS	4058565439	UNIFORMS-GAR	08/12/2020	31.09	.00	
7060	CINTAS	4059219164	UNIFORMS-GAR	08/19/2020	31.08	.00	
6172	MMPC	62155	PEST CONTROL-GAR	08/07/2020	50.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-77-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4058565439	JANITORIAL SUPPLIES	08/12/2020	63.89	.00	
7060	CINTAS	4059219164	JANITORIAL SUPPLIES	08/19/2020	63.90	.00	
10-77-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30894	FASTENERS	08/11/2020	6.71	.00	
10-77-62007 OTHER FLUIDS & LUBRICANTS							
3551	SENERGY PETROLEUM	662690	STREETS -MEGAFLOW AW 68	08/20/2020	1,785.88	.00	
Total GARAGE:					2,702.60	520.05	
BUILDING INSPECTOR							
10-79-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Bldg Inspector	08/17/2020	22.43	22.43	08/19/2020
10-79-24000 PHONES							
6050	VERIZON	9860717915	Bldg Inspector	08/13/2020	20.97	20.97	08/25/2020
10-79-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30905	STAPLES	08/12/2020	3.72	.00	
Total BUILDING INSPECTOR:					47.12	43.40	
PARKS							
10-80-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Parks	08/17/2020	27.30	27.30	08/19/2020
10-80-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0655901000-0	E Vista Park - #0655901000	08/24/2020	42.89	42.89	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	3984490000-0	Main St Park - #3984490000	08/19/2020	81.53	81.53	08/19/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6333950000-0	Goar Park - #6333950000	08/24/2020	45.37	45.37	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6621361000-0	E Vista Court - #6621361000	08/24/2020	51.24	51.24	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6730341000-0	Brewery Gulch C Park #67303410	08/24/2020	40.28	40.28	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	9158520000-0	Vista Park - #9158520000	08/24/2020	42.89	42.89	08/25/2020
10-80-22000 WATER							
1106	AZ WATER COMPANY	03106053651-	Grassy Park- Restrooms 0310605	08/19/2020	345.82	345.82	08/19/2020
1106	AZ WATER COMPANY	03106058001-	City Park Brewery - Parks 031060	08/19/2020	84.46	84.46	08/19/2020
1106	AZ WATER COMPANY	03109012304-	Goar Park -#03109012304	08/19/2020	142.04	142.04	08/19/2020
1106	AZ WATER COMPANY	03109045722-	Traffic Circle #03109045722	08/19/2020	64.40	64.40	08/19/2020
1106	AZ WATER COMPANY	03109069151-	Saginaw Park - Parks # 03109069	08/19/2020	25.88	25.88	08/19/2020
1106	AZ WATER COMPANY	03112037563-0	Mule Mtn Gdn - Parks 031120375	08/24/2020	25.88	25.88	08/25/2020
1106	AZ WATER COMPANY	03112038121-0	Vista Park - Parks 03112038121	08/24/2020	64.40	64.40	08/25/2020
1106	AZ WATER COMPANY	03112039072-0	W Vista & Hoatson - Parks 03112	08/24/2020	286.00	286.00	08/25/2020
1106	AZ WATER COMPANY	03112040621-0	Lower E Vista &Tener Bthrm 0311	08/24/2020	26.24	26.24	08/25/2020
1106	AZ WATER COMPANY	03112040651-0	Lower Vista Park - Parks 031120	08/24/2020	65.47	65.47	08/25/2020
1106	AZ WATER COMPANY	03112047073-0	Az St & Cole Ave Irrigiation - 0311	08/24/2020	25.88	25.88	08/25/2020
1106	AZ WATER COMPANY	03112085601-0	Paul Park Warren - Parks 031120	08/24/2020	64.40	64.40	08/25/2020
10-80-24000 PHONES							
6050	VERIZON	9860717915	Parks	08/13/2020	87.41	87.41	08/25/2020
10-80-34000 CONTRACT SERVICES							
6067	BARCO'S ICE	474	ICE-JULY, AUGUST	01/09/2020	50.00	.00	
6067	BARCO'S ICE	474	ICE-JAN, MARCH, APRIL, JUNE	01/09/2020	100.00	.00	
7060	CINTAS	4058565496	UNIFORMS-PARKS	08/12/2020	20.56	.00	
7060	CINTAS	4059219001	UNIFORMS-PARKS	08/19/2020	20.57	.00	
10-80-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4058565496	JANITORIAL SUPPLIES	08/12/2020	35.22	.00	
7060	CINTAS	4059219001	JANITORIAL SUPPLIES	08/19/2020	328.70	.00	
10-80-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	177793	SPOOL INSERT, SPRING AUTO	08/20/2020	46.16	.00	
1862	B&D LUMBER & HARDWARE	177795	NYLON LINE	08/20/2020	101.58	.00	
10-80-50110 BLDG REPAIR & MAINT-VANDALISM							
4922	FERGUSON ENTERPRISES #10	8261880	EB CLST SEAT, TOILET	08/03/2020	187.49	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-80-61000 REPAIRS & MAINT - VEHICLES							
6536	BISBEE NAPA AUTO PARTS	231245	ENDR MULW 7R654FLT	08/11/2020	221.89	.00	
6536	BISBEE NAPA AUTO PARTS	231484	RADIATOR, RADIATOR CAP, MU	08/13/2020	221.89	.00	
Total PARKS:					2,973.84	1,639.78	
SWIMMING POOL							
10-81-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2409211000-07	Quality Hill - Pool #2409211000	08/19/2020	149.92	149.92	08/19/2020
10-81-22000 WATER							
1106	AZ WATER COMPANY	03106006471-	Swimming Pool - 03106006471	08/19/2020	222.13	222.13	08/19/2020
10-81-24000 PHONES							
4192	CENTURY LINK	428B-07-20	SWIMMING POOL 520-432-6042	08/13/2020	39.46	39.46	08/25/2020
6050	VERIZON	9860717915	City Pool	08/13/2020	.89-	.89-	08/25/2020
10-81-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30952	CHLOR LIQUID GAL	08/19/2020	62.26	.00	
Total SWIMMING POOL:					472.88	410.62	
LIBRARY							
10-83-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Library	08/17/2020	35.32	35.32	08/19/2020
10-83-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	3331410000-0	6 MAIN St Library - Library -#3331	08/19/2020	445.43	445.43	08/19/2020
10-83-22000 WATER							
1106	AZ WATER COMPANY	03106016751-	Library - Lib 03106016751	08/19/2020	81.17	81.17	08/19/2020
10-83-24000 PHONES							
4192	CENTURY LINK	414B-07-20	LIBRARY 520-432-4232 414B	08/13/2020	198.54	198.54	08/25/2020
10-83-24001 INTERNET ACCESS							
4059	SPARKLIGHT	20-0823/LIB	Internet Svc-Library	08/24/2020	146.43	146.43	08/25/2020
10-83-34000 CONTRACT SERVICES							
5954	IRONHAWK ELEVATOR, LLC	202080355	MONTHLY MAINT/AUG 20	08/06/2020	113.30	.00	
5710	XEROX CORPORATION	11008818	BASE CHARGE & USAGE/LIB	08/01/2020	51.92	.00	
10-83-41500 OFFICE SUPPLIES							
4926	AMAZON	463895386555	PAPER BAGS	07/17/2020	35.95	.00	
4926	AMAZON	466733538396	KEYBOARD COVERS	07/22/2020	69.70	.00	
4926	AMAZON	679878587679	LIBRARY SUPPLIES	07/14/2020	109.98	.00	
4926	AMAZON	756538433944	PAPER BAGS	07/13/2020	21.98	.00	
10-83-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	9096471069	JANITORIAL SUPPLIES	05/13/2020	89.22	.00	
10-83-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0807	MEMORY RAM	08/07/2020	153.44	153.44	08/26/2020
10-83-46831 BOOKS							
4926	AMAZON	563637493569	BOOKS	07/24/2020	40.60	.00	
4926	AMAZON	735937974753	BOOKS	07/30/2020	103.47	.00	
4926	AMAZON	743993988937	BOOKS	07/26/2020	146.07	.00	
4926	AMAZON	873687649755	BOOKS	07/17/2020	64.29	.00	
4926	AMAZON	898694495786	BOOKS	07/10/2020	16.20	.00	
4926	AMAZON	973854336545	UNDERPAYMENT	05/24/2020	.06	.00	
10-83-46832 AUDIO VISUAL MATERIAL							
4926	AMAZON	69568945659	DVD	07/25/2020	113.68	.00	
4926	AMAZON	943795743779	DVD	07/23/2020	19.99	.00	
10-83-46834 PERIODICALS							
6943	CORPORATE PAYMENT SYSTE	20-0807	MAGAZINE RENEWAL	08/07/2020	99.99	99.99	08/26/2020
10-83-50100 BLDG REPAIR & MAINT							
6943	CORPORATE PAYMENT SYSTE	20-0807	SHELF CONSTRUCTION	08/07/2020	284.74	284.74	08/26/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total LIBRARY:					2,441.47	1,445.06	
SENIOR CITIZENS CENTER							
10-85-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8339841000-0	300 Collins Rd. #8339841000	08/24/2020	719.83	719.83	08/25/2020
10-85-24000 PHONES							
4192	CENTURY LINK	416B-07-20	SENIOR CENTER 520-432-2167	08/13/2020	67.89	67.89	08/25/2020
10-85-24001 INTERNET ACCESS FEES							
4059	SPARKLIGHT	20-0823/SC	Internet Svc- Senior Center	08/24/2020	70.00	70.00	08/25/2020
Total SENIOR CITIZENS CENTER:					857.72	857.72	
Total GENERAL FUND:					104,361.37	70,094.26	
TRANSIENT ROOM TAX							
FUND EXPENDITURES							
20-40-24000 PHONES							
4192	CENTURY LINK	251B-07-20	V. C. ANNEX 520-432-3539 251	08/13/2020	66.77	66.77	08/25/2020
4192	CENTURY LINK	500B-07-20	VISITOR CENTER 520-432-3554	08/13/2020	53.30	53.30	08/25/2020
20-40-42040 ADVERTISING							
6943	CORPORATE PAYMENT SYSTE	20-0807	WIX SOCIAL MEDIA APP	08/07/2020	5.25	5.25	08/26/2020
4436	THE ARIZONA REPUBLIC	3431070	AZ CENTRAL.COM AOT COOP J	07/31/2020	1,875.00	.00	
20-40-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	20-0807	CABLE	08/07/2020	36.45	36.45	08/26/2020
Total FUND EXPENDITURES:					2,036.77	161.77	
Total TRANSIENT ROOM TAX:					2,036.77	161.77	
STREETS							
FUND EXPENDITURES							
21-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Street	08/17/2020	84.37	84.37	08/19/2020
21-40-12300 UNIFORMS & CLOTHING							
6958	SAAVEDRA, JOSE	20-0718	REIMBURSEMENT-WORK BOO	07/18/2020	132.30	132.30	08/25/2020
21-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4470670000-0	60 Brewer Gulch Sp 3 - #4470670	08/19/2020	42.89	42.89	08/19/2020
1097	AZ PUBLIC SERVICE (2 of 3)	5847770000-0	60 Brewer Gulch Sp 2 - #5847770	08/19/2020	77.17	77.17	08/19/2020
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	$433.53x25% Streets	08/24/2020	99.36	99.36	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	7700160000-0	60 Brewer Gulch Sp 4 - #7700160	08/19/2020	42.89	42.89	08/19/2020
1097	AZ PUBLIC SERVICE (2 of 3)	8186260000-0	170 Hwy 92 - #690982286	08/24/2020	124.75	124.75	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	8583641000-0	60 Brewer Gulch Sp 1 - #8583641	08/19/2020	244.47	244.47	08/19/2020
21-40-24000 PHONES							
6050	VERIZON	9860717915	Streets	08/13/2020	186.78	186.78	08/25/2020
21-40-34000 CONTRACT SERVICES							
6067	BARCO'S ICE	474	ICE-JULY, AUGUST	01/09/2020	50.00	.00	
6067	BARCO'S ICE	474	ICE-JAN, MARCH, APRIL, JUNE	01/09/2020	100.00	.00	
7060	CINTAS	4058565533	UNIFORMS-STREETS	08/12/2020	52.57	.00	
7060	CINTAS	4059219106	UNIFORMS-STREETS	08/19/2020	52.57	.00	
6853	THE WLB GROUP, INC	118032A003-0	CREDIT	08/17/2020	45.00-	.00	
21-40-42060 INVENTORIED TOOLS							
1862	B&D LUMBER & HARDWARE	177648	TROWEL	08/13/2020	45.83	.00	
21-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	177648	PP EXT, FLOAT GREEN	08/13/2020	19.29	.00	
21-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30913	MASKING PLASTIC, PACKING T	08/13/2020	8.92	.00	
1659	ACE HARDWARE	30927	BATTERIES	07/17/2020	9.31	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1659	ACE HARDWARE	30947	HF VEG KILL	08/18/2020	32.60	.00	
1862	B&D LUMBER & HARDWARE	177736	AUTOCUT	08/18/2020	39.43	.00	
1862	B&D LUMBER & HARDWARE	177802	SPRAY PAINT	08/20/2020	17.53	.00	
6536	BISBEE NAPA AUTO PARTS	231870	MEGUIARS HTSHNETRIG	08/18/2020	7.17	.00	
21-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	229757	BATTERY	07/23/2020	239.13	.00	
6536	BISBEE NAPA AUTO PARTS	231533	SPLASH GUARD	08/13/2020	41.87	.00	
6536	BISBEE NAPA AUTO PARTS	231989	HOLDER 300 AMP	08/19/2020	27.93	.00	
21-40-62002 TIRES							
1854	W R RYAN - FIRESTONE	T18881	TIRES	07/21/2020	1,056.42	.00	
	Total FUND EXPENDITURES:				2,790.55	1,034.98	
	Total STREETS:				2,790.55	1,034.98	
MISC. DONATIONS							
FUND EXPENDITURES							
48-40-22515 LIBRARY- SPEC BEQUEST EXPENSE							
6943	CORPORATE PAYMENT SYSTE	20-0807	WINDOW INSTALLATION	08/07/2020	627.12	627.12	08/26/2020
	Total FUND EXPENDITURES:				627.12	627.12	
	Total MISC. DONATIONS:				627.12	627.12	
AIRPORT FUND							
FUND EXPENDITURES							
50-40-24000 PHONES							
4192	CENTURY LINK	426B-07-20	AIRPORT 520-432-6030 426B	08/13/2020	33.36	33.36	08/25/2020
4192	CENTURY LINK	703B-07-20	AIRPORT 520-432-6980 703B	08/13/2020	34.88	34.88	08/25/2020
50-40-42060 INVENTORIED TOOLS							
1862	B&D LUMBER & HARDWARE	177663	RAKE	08/14/2020	22.42	.00	
50-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	177663	SAW BLADE	08/14/2020	39.01	.00	
50-40-45300 CUSTODIAL SUPPLIES							
7060	CINTAS	4058565497	JANITORIAL SUPPLIES	08/12/2020	11.74	.00	
7060	CINTAS	4059219125	JANITORIAL SUPPLIES	08/19/2020	46.96	.00	
50-40-46000 OPERATIONAL EXPENSES							
5285	ARIZONA DEPT OF AGRICULTU	336395	METER OR BLENDING VALVE	08/12/2020	15.00	.00	
50-40-50100 BLDG REPAIR & MAINT							
6735	CONKLIN ELECTRICAL, ETC, LL	20-0814	TROUBLSHOOT & FIX LIGHTIN	08/14/2020	250.00	.00	
6943	CORPORATE PAYMENT SYSTE	20-0807	ASSURE LOCK SL KEY FREE	08/07/2020	133.26	133.26	08/26/2020
	Total FUND EXPENDITURES:				586.63	201.50	
	Total AIRPORT FUND:				586.63	201.50	
SEWER FUND							
54-1019900 CLEARING ACCT--SEWER/TRASH A/R							
1052	CHARLES & MARTHA PERRY	20-0820	REFUND FOR 102.202557.01	08/20/2020	81.32	.00	
1101	GUILD MORTGAGE COMPANY	20-0819	REFUND FOR 101.080074.02-#L	08/19/2020	16.06	.00	
1103	JONATHAN HARTMAN	20-0824	REFUND FOR 101.070013.01	08/24/2020	40.32	.00	
1055	MICHAEL & TINA HUHN	20-0820	REFUND FOR 102.200509.01	08/20/2020	12.20	.00	
	Total :				149.90	.00	
FUND EXPENDITURES							

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
54-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Sewer	08/17/2020	22.43	22.43	08/19/2020
54-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0516740000-0	42 Warren Cut Off Rd. Swr Bldg B	08/24/2020	1,076.11	1,076.11	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	2478030000-0	302 Teran St. #2478030000	08/24/2020	120.77	120.77	08/25/2020
1097	AZ PUBLIC SERVICE (2 of 3)	2954210000-0	42 Warren Cut Off Rd. Swr Bldg A	08/24/2020	54.07	54.07	08/25/2020
54-40-22000 WATER							
1106	AZ WATER COMPANY	03109050451-	6 W. HWY 80	08/19/2020	26.24	26.24	08/19/2020
1106	AZ WATER COMPANY	03109081151-0	Highway 80-Sewer Pond - Acct #	08/19/2020	72.78	72.78	08/19/2020
54-40-24000 PHONES							
4192	CENTURY LINK	424B-07-20	46 S. AZ ST-WW 520-432-6035 4	08/13/2020	33.94	33.94	08/25/2020
6050	VERIZON	9860717915	Sewer On Call	08/13/2020	18.98	18.98	08/25/2020
6050	VERIZON	9860717915	Sewer	08/13/2020	113.71	113.71	08/25/2020
54-40-24001 INTERNET ACCESS FEE							
6050	VERIZON	9860717915	Sewer Air Card	08/13/2020	40.01	40.01	08/25/2020
54-40-34000 CONTRACT SERVICES							
7060	CINTAS	4058565542	UNIFORMS-WW	08/12/2020	32.64	.00	
7060	CINTAS	4059219165	UNIFORMS-WW	08/19/2020	32.64	.00	
54-40-42060 INVENTORIED TOOLS							
1659	ACE HARDWARE	30781	WRENCH BASIN, SILLCOCK KE	07/30/2020	15.36	.00	
1659	ACE HARDWARE	30855	AUGER	08/05/2020	26.07	.00	
1659	ACE HARDWARE	30951	RAKE	08/19/2020	11.17	.00	
1862	B&D LUMBER & HARDWARE	177713	TAPE MEASURE	08/18/2020	21.45	.00	
1862	B&D LUMBER & HARDWARE	177759	EXT CORD	08/19/2020	32.87	.00	
4922	FERGUSON ENTERPRISES #10	8286741	TEST BALLS, 5' EXT HOSE ASS	08/13/2020	151.73	.00	
54-40-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	30858	PL500 LANDSCAP, ADHS CONC	08/05/2020	24.18	.00	
1659	ACE HARDWARE	30887	MOUSE REPELLANT, PLATIC PA	08/10/2020	11.44	.00	
1659	ACE HARDWARE	30950	WORK GLOVES	08/19/2020	20.48	.00	
1659	ACE HARDWARE	30959	INSECT REPELL	08/20/2020	22.33	.00	
6891	ARIZONA CERTIFIED TESTING,	9070	BACKFLOW TESTS 4 UNITS	08/17/2020	220.00	.00	
1862	B&D LUMBER & HARDWARE	177502	TEMPERED HARDBOARD, SIKA	08/06/2020	149.32	.00	
1862	B&D LUMBER & HARDWARE	177572	PLASTIC PAIL	08/10/2020	10.24	.00	
1862	B&D LUMBER & HARDWARE	177622	ASPHALT PATCH, LIGHTER	08/12/2020	97.68	.00	
1862	B&D LUMBER & HARDWARE	177713	SHOP TOWELS	08/18/2020	3.28	.00	
1862	B&D LUMBER & HARDWARE	177759	KWIK MIX MORTAR, CONCRET	08/19/2020	55.54	.00	
1862	B&D LUMBER & HARDWARE	177771	PLASTIC PAILS	08/19/2020	22.96	.00	
6536	BISBEE NAPA AUTO PARTS	231874	DEGREASER, NEW PIG ABSMA	08/18/2020	56.20	.00	
6943	CORPORATE PAYMENT SYSTE	20-0807	LIENS	08/07/2020	123.00	123.00	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	LIENS, LIEN RELEASES	08/07/2020	369.00	369.00	08/26/2020
54-40-46543 MANHOLE, PIPE & FITTINGS							
1862	B&D LUMBER & HARDWARE	177606	MPT PLUG, ELBOW, CLN OUT T	08/12/2020	91.25	.00	
1862	B&D LUMBER & HARDWARE	177631	VALVE BOX, PVC PIPE, ADAPTE	08/13/2020	41.98	.00	
6652	POLLARD WATER	165446	3 PVC DISCH HSE F/FT YELL X	05/04/2020	191.38	.00	
6652	POLLARD WATER	165449	HOSE CLAMPS	05/15/2020	8.24	.00	
54-40-55000 EQUIPMENT REPAIR & MAINT							
1082	BAKER SOLAR AND ELECTRIC	303	RMA AND TROUBLESHOOT INV	08/25/2020	1,800.00	.00	
54-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	231721	OIL FILTER, WIPER BLADE, WIN	08/17/2020	63.15	.00	
6536	BISBEE NAPA AUTO PARTS	232155	AIR FILTER, OIL FILTER, WINDS	08/21/2020	45.78	.00	
	Total FUND EXPENDITURES:				5,330.40	2,071.04	
	Total SEWER FUND:				5,480.30	2,071.04	

SANITATION FUND
FUND EXPENDITURES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
56-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Sanitation	08/17/2020	120.51	120.51	08/19/2020
56-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	$433.53x25% Sanitation	08/24/2020	99.36	99.36	08/25/2020
56-40-24000 PHONES							
6050	VERIZON	9860717915	Sanitation	08/13/2020	144.40	144.40	08/25/2020
56-40-24001 INTERNET							
6050	VERIZON	9860717915	Sanitation Air Card	08/13/2020	40.01	40.01	08/25/2020
56-40-34000 CONTRACT SERVICES							
6067	BARCO'S ICE	474	ICE-JAN, MARCH, APRIL, JUNE	01/09/2020	100.00	.00	
6067	BARCO'S ICE	474	ICE-JULY, AUGUST	01/09/2020	50.00	.00	
7060	CINTAS	4058565451	UNIFORMS-SANITATION	08/12/2020	34.44	.00	
7060	CINTAS	4059219163	UNIFORMS-SANITATION	08/19/2020	34.44	.00	
56-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	177749	RLR COVER, CHIP BRUSH	08/19/2020	13.51	.00	
56-40-46000 OPERATIONAL EXPENSES							
6536	BISBEE NAPA AUTO PARTS	232044	SY AUTO TRN FLUID	08/20/2020	654.31	.00	
56-40-46562 RECYCLING PROGRAM							
5957	BARNETT'S PROPANE, LLC	5511-3	PROPANE	07/22/2020	66.12	.00	
6536	BISBEE NAPA AUTO PARTS	231843	TARP	08/18/2020	177.09	.00	
7060	CINTAS	4058565503	UNIFORMS-RECYCLING	08/12/2020	52.63	.00	
7060	CINTAS	4059219115	UNIFORMS-RECYCLING	08/19/2020	56.20	.00	
6050	VERIZON	9860717915	Recycle	08/13/2020	323.95	323.95	08/25/2020
56-40-55200 NON CAP EQUIP PURCHASES							
6943	CORPORATE PAYMENT SYSTE	20-0807	TOMMY GATE MOUNT KIT, GRO	08/07/2020	211.00	211.00	08/26/2020
56-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	231515	BATTERY	08/13/2020	119.56	.00	
6536	BISBEE NAPA AUTO PARTS	231529	FUEL FILTER	08/13/2020	19.49	.00	
6536	BISBEE NAPA AUTO PARTS	231588	STEMCO	08/14/2020	20.82	.00	
6536	BISBEE NAPA AUTO PARTS	231952	SYNATF1G	08/19/2020	131.48	.00	
	Total FUND EXPENDITURES:				2,469.32	939.23	
	Total SANITATION FUND:				2,469.32	939.23	
QUEEN MINE FUND							
FUND EXPENDITURES							
59-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1114515905	STD - Queen Mine	08/17/2020	96.73	96.73	08/19/2020
59-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8295240000-0	HWY 80 Tour - QM - #829524000	08/24/2020	749.90	749.90	08/25/2020
59-40-22000 WATER							
1106	AZ WATER COMPANY	03109024701-	Queen Mine - #03109024701	08/19/2020	77.17	77.17	08/19/2020
59-40-24000 PHONES							
4192	CENTURY LINK	406B-07-20	QUEEN MINE 520-432-2071 406	08/13/2020	142.23	142.23	08/25/2020
6050	VERIZON	9860717915	Queen Mine	08/13/2020	51.01	51.01	08/25/2020
59-40-24001 INTERNET ACCESS FEE							
4059	SPARKLIGHT	20-0823/QM	Internet Svc-Queen Mine	08/24/2020	78.99	78.99	08/25/2020
59-40-41500 OFFICE SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	20-0807	HANDLE BAGS, LABELS	08/07/2020	649.99	649.99	08/26/2020
59-40-42040 ADVERTISING							
5901	GO TRAVEL SITES	14612	WEBSITE-ADVERTISING	08/10/2020	495.00	.00	
59-40-42060 INVENTORIED TOOLS							
1659	ACE HARDWARE	30944	LAWN SPRAYER	08/15/2020	15.42	.00	
59-40-45300 CUSTODIAL SUPPLIES							
6399	WIST OFFICE PRODUCTS	2036972	DISINFECTING SPRAY	08/20/2020	173.70	.00	
59-40-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	20-0807	FACE MASKS	08/07/2020	79.00	79.00	08/26/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
59-40-46591 MERCHANDISE							
6943	CORPORATE PAYMENT SYSTE	20-0807	JEWELRY	08/07/2020	777.31	777.31	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	DIG OUT KITS	08/07/2020	416.51	416.51	08/26/2020
6943	CORPORATE PAYMENT SYSTE	20-0807	WATER	08/07/2020	22.84	22.84	08/26/2020
3241	SQUIRE BOONE VILLAGE, INC	SOIN-0031742	HELMETS, CANDY, BOOKS	08/07/2020	2,268.12	.00	
59-40-55100 REPAIR & MAINT - OTHER							
1659	ACE HARDWARE	30846	BATTERY, FASTENERS, SPRAY	08/05/2020	61.57	.00	
1659	ACE HARDWARE	30854	SPRAY PAINT	08/05/2020	2.32	.00	
Total FUND EXPENDITURES:					6,157.81	3,141.68	
Total QUEEN MINE FUND:					6,157.81	3,141.68	
MISC. GRANTS							
FUND EXPENDITURES							
78-40-23012 FREEPORT SANJOSE LIBRARY ANNEX							
4926	AMAZON	436975853833	FREEPORT GRANT	07/22/2020	68.99	.00	
4926	AMAZON	455766943863	FREEPORT GRANT	07/23/2020	108.37	.00	
4926	AMAZON	456375443559	FREEPORT GRANT	07/22/2020	645.00	.00	
4926	AMAZON	643645478665	FREEPORT GRANT	07/23/2020	108.37	.00	
4926	AMAZON	768373578993	FREEPORT GRANT	07/22/2020	203.38	.00	
Total FUND EXPENDITURES:					1,134.11	.00	
Total MISC. GRANTS:					1,134.11	.00	
BISBEE BUS FUND							
FUND EXPENDITURES							
96-40-41606 CONTRACTOR OPERATING EXPENSES							
6391	CITY OF DOUGLAS	20200807633	BUS OPERATING SERVICES/JU	08/07/2020	22,033.38	.00	
96-40-41607 CITY OPERATING EXPENSE							
6050	VERIZON	9860726823	Bisbee Bus	08/13/2020	54.68	54.68	08/25/2020
5710	XEROX CORPORATION	11055476	BASE CHARGE & USAGE/BUS	08/02/2020	31.96	.00	
Total FUND EXPENDITURES:					22,120.02	54.68	
Total BISBEE BUS FUND:					22,120.02	54.68	
Grand Totals:					147,764.00	78,326.26	

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

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

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

AGENDA ITEM NUMBER 2A

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: August 4, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: July 28, 2020

REGULAR ☐ **CONSENT** ☒

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

SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON AUGUST 4, 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 August 4, 2020 at 7:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

This meeting was closed to the public due to Covid 19

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, AUGUST 4, 2020 AT 7:00 PM VIA ZOOM.

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

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
Albert Echave, Police Chief

CITY ATTORNEY
James Ledbetter

INVOCATION: Mayor Smith asked for a moment of silence to reflect on the estimated statistic of 180,000 people lost to Covid by the end of August and our ability to actually make a difference and hopefully not make that number a reality.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith announced that there would be a Town Hall on Tuesday, August 11th about city trash and recycling.

CALL TO THE PUBLIC

- Donna Pulling- Item #6- She said that she was concerned about the need for 16 body cams and the expenditure of $65,000 of City funds plus $20,000 Covid grant funds for more equipment, especially during these times of financial shortfalls. She went on to say that if they were needed at all, 7 could be purchased to be rotated during shifts but not one for each officer. She requested justification for this expense at this time. Cameras don't replace proper training and execution of proper procedures. If our officers are properly trained and if they respond to calls in that manner,

the gear with which they are equipped was sufficient for the types of calls they are responding to in Bisbee.

- Nicholas Night- Item #6- He said that he was completely in favor of our Police Officers wearing body cams. He would prefer that they were automatically activated when the officer leaves their vehicle and that they were not able to be turned off by the Officer. There had been some concern about the cost. How much were we spending on investigations and lawsuits that could have been cleared up in a jiffy with body cam footage?
- Roberta Brack- She said her home in Old Bisbee, a formerly peaceful neighborhood, had been negatively impacted by an increase in large truck traffic on US 80 as it passes through town. Since construction on the border wall has ramped up in 2020, starting as early as 5:30 am weekdays, large trucks carrying pipes, cement, and other construction materials roar down the grade. The use of jake brakes exacerbates the noise. She said to please prohibit their use.
- Emily Cayer- She thanked Council for considering regulating the use of "jake brakes" within Bisbee city limits. She lives on Chihuahua Hill, directly across from AZ-80, and the loud braking disrupts the peace and quiet several times each day and night. It was impossible to enjoy a quiet afternoon or to sleep with the windows open any more. This has been exponentially worse in recent months, since construction ramped up on the border wall. She urged Council to put regulations in place to end this.
- Pamela Browne- She said that she and her husband wanted to let the city know that we were all for restricting jake brakes through the canyon. The sound was obnoxious and they were going too fast down that hill. If they were going the posted speed limit, they would not need to be using them. By posting the restriction, those very trucks might choose to make the safer route through Sierra Vista to their destination.
- Nolan Gouguet- Spoke on Theresa Coleman's job with the City. He felt it had been a failure. He went on to state his dis-satisfaction with Ms. Coleman.
- Ben Lepley- Spoke about Theresa Coleman and his good interactions with her. He said that he hoped that she continued on for many years to come; helping bring Bisbee to a stable and balanced place.
- Lindsay Koehler- Said that she was a big fan of our City Manager. She was approachable and responsive, and seems level-headed even in the face of controversy, and was a great asset to our diverse city.

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 $147,859.51.
SECOND: Councilmember Johns

Councilmember Cline asked about non-capital purchases and if they were purchases for Council Chambers.

Chief Echave said that they were purchases for the training room.

Councilmember Cline asked about the water costs for W. Vista and Hoatson. She asked why it was so high.

Mr. Haro said that it was because they had begun to water in that area.

Councilmember Giacomino asked about the water use at the pool. She wanted to know about the increase. She also asked about the APS charges.

Mr. Haro said that it was most likely for the park itself. He would follow up on the APS bill.

Councilmember Pawlik asked about charges to NAPA Auto Parts for Autotrax and battery. He also asked about the purchase of emergency equipment.

Mr. Haro said that he would follow up on it.

Chief Echave said that the emergency equipment was for the new vehicles.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

   A. Approval of the Minutes of the Regular Session of Mayor and Council held on July 21, 2020 at 7:00 pm.
   Ashlee Coronado, City Clerk

MOTION: Councilmember Cline moved to approve the consent agenda item A.
SECOND: Councilmember Johns

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 Ordinance O-20-12, Authorizing the Acceptance of a Transfer of Real Property from William D. Lyon to the City of Bisbee located on Chihuahua Hill above Ok Street, Bisbee.
   Theresa Coleman, City Manager

Mayor Smith explained that this was the second reading of this Ordinance and asked if there were any questions.

Councilmember Cline asked if this property had a street address.

Ms. Coleman responded that there was not. It was vacant property.

MOTION: Councilmember Pawlik moved to approve Ordinance O-20-12, Accepting the transfer of real property from William D. Lyon to the City of Bisbee located on Chihuahua Hill above Ok Street, Bisbee.
SECOND: Councilmember Hansen

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

NEW BUSINESS

4. Discussion and Possible Approval of Health Insurance Portability and Accountability ACT (HIPPA) Business Associate Agreement with Paid in Full.
Keri Bagley, Finance Director

Ms. Coleman said that this would spell out the responsibility for both parties. Paid in Full handled our accounts for ambulance.

MOTION: Councilmember Hansen moved to approve the HIPPA Business Associate Agreement.
SECOND: Councilmember Johns

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

5. Discussion and Possible Approval of an Agreement with Epic Fuels for credit card processing at the New Airport Fuel Terminal.
Keri Bagley, Finance Director

Mr. Haro explained that the new terminal had a proprietary processor. Our current card company will not process the purchases. We will have to use their processor for all purchases.

MOTION: Councilmember Johns moved to approve the agreement with Epic Fuels
SECOND: Councilmember Hansen

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

6. Discussion and Possible Approval for the purchase of 16 Body Cameras for the Bisbee Police Department using Office of the Arizona Attorney General's Office grant in the amount of $20,000 the remainder of the total amount of $64,883.53 using General Fund Police Budget Capital Improvements to be paid in 4 annual installments.
Albert Echave, Police Chief

Chief Echave explained that it was recommended that we had a body camera for each individual officer. Each camera would be assigned to an officer individually; those files would be uploaded to the cloud storage under that officers file. He went on to explain that the Arizona Attorney General's grant in the amount of $20,000 would be used to make the first payment which was more than the grant in the amount of $29,304.61. He said that with this program the initial cameras would be switched out at two and a half years for new cameras because technology changes and due to battery life. This was all part of a standard plan that Axon offers.

Mayor Smith said that this was very important equipment. He suggested that if this was approved that Chief Echave and Mr. Ledbetter draw up and SOP for this very soon.

Councilmember Hansen asked if there would be any other reoccurring costs after the 5 years.

Chief Echave responded that, after the first 5 years, we could renew the subscription or look elsewhere for other storage.

Councilmember Pawlik explained that he had done some research on cameras. He also asked how much money was budgeted for training or refresher courses such as de-escalation, public relations, community relations and deadly use of force.

Chief Echave explained that some training was done in house. He didn't have the exact number in front of him but most of it was done in house.

Councilmember Pawlik said that he was concerned that this investment would not benefit the City, the Police Department or the Community when compared to the cost. There was a history of police departments moving away from this type of monitoring. Some points he wanted to make were a lack of a proper plan or operating procedure. If we had cameras already in use with no procedure that was a bad sign. He said that police departments do not always release their videos. He was not convinced that this was the right thing to do at this time especially considering our financial situation.

Councilmember Giacomino asked how much the subscription would cost after the fact.

Chief Echave said that he did not have that information. He said that those were figures that they did not offer.

Councilmember Giacomino said she had a problem with that. She also said that this was coming from general fund capital improvements and asked what was currently in that fund.

Chief Echave said that he didn't have that figure in front of him at this time.

Councilmember Giacomino asked where the money for the purchase of the vehicles came from. Was that account not drained. She went on to say that she agreed with Councilmember Pawlik, she didn't think that we should be spending this amount of money right now. It was an extreme amount of money with all this uncertainty. It's not that she didn't support the cameras the amount of money was just extreme right now.

Councilmember Cline said she knew the importance of having body cams and she didn't have an issue with that she was concerned about the cost. She asked if there were any other possibilities for additional grants.

Chief Echave said he would be happy to make the payment with a grant next year but it was unknown if he could obtain one.

MOTION: Councilmember Higgins moved to approve the purchase of 16 Body Cameras for the Bisbee Police Department using Office of Arizona Attorney General's Office grant in the amount of $20,000 the remainder of the total amount due of $64,883.53 using General Fund Police Budget Capital Improvements to be pain in 5 annual installments.
SECOND: Councilmember Hansen

ROLL CALL VOTE:
AYES: Councilmember Higgins, Hansen and Mayor Smith.
NAYS: Councilmember Pawlik, Giacomino, Johns and Cline
MOTION FAILED: AYES -3 NAYS -4

7. Discussion and Possible Direction on Ambulance Subscriptions.

Theresa Coleman, City Manager

Ms. Coleman explained that we had provided examples of what others were doing with their ambulance subscription programs. This was the opportunity for Council to further discuss this. Ms. Coleman referred to the fee structure of Caroline County Emergency Medical Services. She said that individuals or a family of two would be paying $45.00 per year, a family of three or more would be paying $75.00 per year, she said that businesses with up to five employees could pay $100.00 a year with each additional employee at an additional $10.00 per year.

Councilmember Giacomino asked if there were any limitations on this program. She asked if someone used this service 10 or more times in a year would it change. She also asked if there was a specific list of emergencies.

Ms. Coleman responded that this was for emergencies not transports between hospitals.

Mayor Smith suggested that we initiate this program the way Ms. Coleman suggested.

Councilmember Giacomino wanted to confirm that this was optional not required.

Mayor Smith responded, yes, this was absolutely optional.

Councilmember Cline asked for clarification that this was only coverage for trips going to the hospital not for transfers.

Mayor Smith provided direction to staff to draft this under those guidelines and bring it back to Council for approval.

Ms. Coleman responded that this would come back to Council as a resolution.

8. Discussion and Possible Direction on the use of Air Brakes (Jake Brake).
David M. Smith, Mayor

Mayor Smith said that he had received a lot of phone calls and letters about this. He said that Jake brakes were used to stop very heavy vehicles on downhill grades. If they are not used in many cases the brakes can overheat and cause a fire.

Mr. Ledbetter said that the highway in question was a state highway and they took the position that if cities request that Jake Brakes be prohibited the transition of any liability or damages that could have been prevented would be transferred to the city.

Mayor Smith asked if we could find out where these loads were being picked up and try to find out if there's an additional route that could be used.

Councilmember Pawlik said that Jake brakes were not a bad thing. The problem was that a lot of truckers take the mufflers off the system. If they had the proper muffler on them, it would have less of an impact to the community they were going through. He explained that there were laws that could be put in place requiring a muffler. He suggested that as a possible way around this.

Mr. Haro said that the construction material for the wall was coming from Benson.

Mayor Smith said that he would work with staff to try to resolve this.

9. Discussion and Possible Recommendations regarding the evaluation of the job performance of Theresa Coleman, City Manager.

David M. Smith, Mayor

Mr. Ledbetter explained that it was time for Ms. Coleman's annual evaluation. Mr. Ledbetter said overall Ms. Coleman's ratings were quite high. He read a couple of observations in terms of overall performance. He read, the city manager leads by example resulting in a positive turn in employee morale over the last 12 months. He also read that, the city manager was effective in creating a positive environment for staff. Mr. Ledbetter said that on average Ms. Coleman came in at a 4.75 rating.

Councilmember Giacomino requested consideration that at the next evaluation a sit down discussion happens on each item. This could be private or public depending on what she chooses. This would make for much clearer understanding on concerns or praises.

10. City Manager's Report:
    - Other Current events (No Discussion) - Ms. Coleman said that a statement was released to the news outlets in regard to the investigation of the actions that occurred earlier in June. She said we were currently waiting for a complete review by an outside agency.

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: 8:17 PM

_____
David M. Smith, Mayor

AGENDA ITEM NUMBER 2B

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: August 4, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: July 28, 2020

REGULAR ☐ **CONSENT** ☒

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

SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON AUGUST 18, 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 August 18, 2020 at 7:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

This meeting was closed to the public due to Covid 19

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, AUGUST 18, 2020 AT 7:00 PM VIA ZOOM.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 7:02 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
Keri Bagley, Finance Director
Joelle Landers, Personnel Director
Jesus Haro, Public Works Director
George Castillo, Fire Chief

CITY ATTORNEY
James Ledbetter

INVOCATION: Mayor Smith said unfortunately we lost another Bisbee resident to a traffic accident on the other side of the tunnel on Highway 80. He asked that everyone think of them and their families and urged everyone to drive more carefully.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Smith announced that APS had put out a bulletin a few hours ago asking for everyone to conserve electricity. This had to do with the extreme heat in the Southwest. This was between the hours of 5 PM and 8 PM.

CALL TO THE PUBLIC

Donna Pulling- Accounts Payable- Ms. Pulling asked about the IT Charges with Executech. She asked what the charge was for in the amount of $4,090. She asked why we were paying double and said that the budget for IT went over by 100% last fiscal year. She said that at the end of this contract it might be time to go out to bid for a new IT provider. She suggested a real person as a part-time employee at half the cost.

Donna Pulling- Item 4- Ms. Pulling thanked the Community Sustainability Commission for developing this very thorough plan. It reflected the community's desires for sustainability. This plan took years of time and effort to develop and she hoped that it would be utilized. She recommended that the Council direct the City

Manager to develop a triple bottom line checklist for commissions and Council to use that rate social, environmental and environmental impacts of any decision.

Donna Pulling- Item 5- Ms. Pulling said that the ambulance subscription program was a good idea but the city was moving too quickly on it without providing Council and the public with sufficient information to make an informed decision. The price looked good at $45 and $75 but what were the true long-term costs. She encouraged Council to table this item until there was sufficient information to analyze the long-term cost to staff and taxpayers and establish a rate that realistically covers the services provided by subscribers.

Allison Williams, gave an update of activities at the Copper Queen Library. She spoke about the success of the summer reading program. She spoke about the curbside service in the expansion to the library Annex. She encouraged students, parents and teachers to contact them for help with resources.

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 Hansen moved to approve accounts payable in the amount of $196,299.05.
SECOND: Mayor Smith

Councilmember Cline asked about the gasoline purchases under the Police Department. She asked if these were the two officers that were taking their units out of town.

Ms. Coleman said that she could not answer that, but this does not really tell us anything except for we've had to use multiple vehicles in order to keep the department viable. We would have to go back to the fleet management reports to see what vehicles they were putting gas in.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

   A. Approval of the resignation of Albert Hopper from the Appeals Board for the Property Maintenance Code.
   Ashlee Coronado, City Clerk

MOTION: Councilmember Pawlik moved to approve the consent agenda item A.
SECOND: Councilmember Hansen

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

OLD BUSINESS

NEW BUSINESS

3. Discussion and Possible Approval to enter into a contract with KE&G Construction, Inc. to apply an asphalt overlay to Tombstone Canyon.

Jesus Haro, Public Works Director

Mr. Haro apologized for previously presenting this item without the thermoplastic markings. This one includes that. The difference in the two was $35,823. It was always his intention to bring the full amount to Council. The original discussion included a 20% contingency which would have covered that but he still wanted to keep that 20% contingency. This was nothing done by KE&G.

Councilmember Pawlik asked about the stretch between Naco Road and Brewery Gulch. He wanted to confirm that there would be extra work put into that area.

Mr. Haro said that portion of road would be completely milled up. The city may end up doing a portion of that but it was included in this contract just in case.

Councilmember Cline asked if there would be any additional change orders coming down the pike.

Mr. Haro responded that this was not a change order. He had received three quotes from KE&G; two did not include the thermoplastic. He presented the second proposal mistakenly.

Councilmember Johns asked if there had been any discussion on adding speed bumps to Tombstone Canyon.

Mr. Haro said that he would be happy to discuss the possibility of speed cushions in that area. They were a very specific application, and that is something that we could definitely look into.

MOTION: Councilmember Higgins moved to approve the contract with KE&G Construction, Inc. to apply an asphalt overlay to Tombstone Canyon
SECOND: Councilmember Johns

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

4. Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-20-13; Dissolving the Community Sustainability Commission.

David Smith, Mayor

Mayor Smith said that that commission had done a great job. They fulfilled their mission which was to provide a written sustainability proposal/guide. After his discussions with the chair it was indicated that they had fulfilled their mission and it was time to move on. Mayor Smith thanked them for their hard work that they had put in on this.

Councilmember Hansen said that during her time as liaison for that commission was when they completed the plan. She thanked them for their hard work.
MOTION: Councilmember Higgins moved to approve the Notice of Intent to Adopt Ordinance O-20-13; Dissolving the Community Sustainability Commission.
SECOND: Councilmember Hansen

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0

MOTION PASSED: AYES -7 NAYS -0

5. Discussion and Possible Approval of Resolution R-20-22, Ambulance Subscriptions Rates and providing for repeal and severability.
   Keri Bagley, Finance Director

Ms. Bagley explained that these were the proposed rates for the ambulance subscription program. The proposed rates were $45 per year for family of two, $75 per year for a family of three or more and business plans with three different tears. She explained that these rates are not set in stone but we could try it at these rates and see if it works.

Councilmember Giacomino said that based on state statute the certificate holder applying to provide a subscription service was supposed to have done a few things. She read from R-9-25.1105. Ms. Giacomino asked if the correct steps had been followed.

Ms. Bagley responded that Arizona Department of Health Services regulates the rates that are set for ambulance service, we were not changing the rates that were being charged. The customer would still be charged the same rates. All this would do would change how much we collect. She was unsure if AZDHS was concerned with how much we would collect.

Ms. Coleman responded that we already have an ambulance service through our fire department. We were not creating a new service. We were creating a new way to make the payments for these services that we provide. This would provide people with an alternative way to pay the difference.

Mr. Ledbetter said that Councilmember Giacomino made a great point but what the City Manager had indicated was also accurate. DHS indicates that for private ambulance subscription services they do have a right to regulate those. There was not any evidence of the attempt to regulate for city service. The follow-up was appropriate as Councilmember Giacomino had suggested and Ms. Bagley was taking care of that.

Councilmember Pawlik asked if there was an existing plan written on how this program would be administered.

Ms. Coleman responded when an individual indicates to us that they have a paid subscription we would let the billing company know that we would not be collecting the additional fees through them or a collection agency. It was that straightforward.

Councilmember Pawlik asked what would happen to the excess revenues if there was any.

Ms. Coleman responded that it would become a revenue to offset the cost of providing the service.

Councilmember Giacomino asked what the $45 was based on. She wanted to know if these were compared to other states or towns.

Ms. Coleman responded that this was lower than what other communities were charging.

Councilmember Cline said that she was concerned about the cost. If someone doesn't have insurance and uses this would we be losing more money in the long run. If city staff was going to be doing billing for this could we not do the regular ambulance billing like we used to years ago.

Ms. Bagley responded we would not be doing the billing because there was so much involved in the ambulance billing. This was just collecting a fee and then reporting it or to notate it in the customers account.

MOTION: Councilmember Pawlik moved to approve Resolution R-20-22; Ambulance Subscriptions Rates and providing for repeal and severability.
SECOND: Mayor Smith

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Higgins, Johns, Hansen and Mayor Smith.
NAYS: Councilmember Giacomino and Cline
MOTION PASSED: AYES -5 NAYS -2

6. Discussion and Possible Approval of the Amendment to the Employment Agreement between the City of Bisbee and Theresa Coleman, City Manager.
   Joelle Landers, Personnel Director

Ms. Landers explained that in lieu of additional compensation this amendment to the contract for Theresa Coleman would increase her to the 10 years or more rate.

Mayor Smith said that Ms. Coleman did not ask for a raise nor was she getting one but he can attest to the fact that she works on weekends and on Fridays continually. This would simply be a way of providing her some extra time off via vacation.

MOTION: Councilmember Hansen moved to approve the amendment to the Employment Agreement between the City of Bisbee and Theresa Coleman, City Manager.
SECOND: Councilmember Pawlik

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Higgins, Johns, Hansen and Mayor Smith.
NAYS: Councilmember Giacomino and Cline
MOTION PASSED: AYES -5 NAYS -2

7. Discussion and Possible Approval of Resolution R-20-23; Declaring and Adopting the results of the Primary Election held on August 4, 2020 and Ordering the Recordation of this Resolution.
   Ashlee Coronado, City Clerk

Ms. Coronado explained that before them tonight was a Resolution that would allow us to accept and approve the election results from the August 4, 2020 Primary Election if approved this would be recorded at the Cochise County recorder's office.

MOTION: Mayor Smith moved to approve Resolution R-20-23; Declaring and Adopting the results of the Primary Election held on August 2, 2020 and Ordering the recordation of this Resolution.
SECOND: Councilmember Cline
ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

8. Discussion and Possible Approval of a Notice of Solicitation for Professional Consultant Services Shared Use Path-Feasibility Study per USDA Grant Approval.

Theresa Coleman, City Manager

Ms. Coleman explained that this was the USDA grant that was approved by Council a couple of meetings ago. This included some in-kind work by a variety of organizations. We needed to go out to find a consultant to prepare the feasibility study for us. This RFP reflects the scope of work.

Councilmember Giacomino asked Mr. Ledbetter if when writing an RFP wasn't held to the letter as to what it stated.

Mr. Ledbetter said generally you have to meet the terms of the RFP.

Councilmember Giacomino had questions in regarding to the way the RFP was written. Ms. Giacomino commented on Bisbee Bikeways involvement at the beginning of this process but why they were not involved currently.

Ms. Coleman stated that this was just the RFP. Bisbee Bikeways had not been precluded from participating in the process.

Councilmember Giacomino thought that it would be beneficial to have someone who originally designed the whole idea as part of this.

Ms. Coleman said that a lot of information that Councilmember Giacomino was referring to would be included in the Master plan. She said that the master plan was being developed by the Cochise County Planning Department with Christine McLachlan.

Councilmember Pawlik requested that on section 2.1.2, under coordination after City of Bisbee, Bisbee Bikeways and Sun Corridor Trail be added.

MOTION: Councilmember Pawlik moved to approve the Notice of Solicitation for Professional Consultant Services Shared Use Path-Feasibility Study per USDA Grant Approval to include Bisbee Bikeways and Sun Corridor Trails as collaborators in the RFP section 2.1.2, coordination with.
SECOND: Councilmember Giacomino

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

9. Possible Approval of a Motion to go into Executive Session for the Purpose of Discussion and Consultation with City Attorney and City Manager regarding Acquisition of Property.

   Per ARS § 38-431.03(a)(7), the City Council may vote to go into executive session 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 M. Smith, Mayor

MOTION: Councilmember Higgins moved to enter into Executive Session for the purpose of discussion and consultation with City Attorney and City Manager regarding the Acquisition of Property, per ARS § 38-431.03 (a)(7)
SECOND: Mayor Smith

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

MOTION: Councilmember Higgins moved to come out of Executive Session
SECOND: Councilmember Giacomino

ROLL CALL VOTE:
AYES: Councilmember Pawlik, Giacomino, Higgins, Johns, Hansen, Cline and Mayor Smith.
NAYS: 0
MOTION PASSED: AYES -7 NAYS -0

10. City Manager's Report:
    - Housing- Ms. Coleman gave an update on what was happening. The first home was in the process of being renovated for workforce housing program. She said that they had met with the people from Washington Federal and they were very happy to provide financing for borrowers. Information would be given to medical technicians, teachers, firefighters and police officers to let them know to work with Washington Federal to be credit approved for housing. We had a very good indication that anyone who was credit approved would not have to wait for a home to be rehabbed but we could work with them right away to help identify a home and assist with closing costs and down payment. Ms. Coleman also discussed the two additional properties. She would be making an appeal in her next City Manager column for folks who have properties that don't know what to do with them. They could donate them to the city to become part of this program. Ms. Coleman also discussed cohousing.
    - September 8th Work Session- Easement, Right of Way, etc.- Ms. Coleman explained that there would be a work session on September 8th to discuss easements and right of ways etc.
    - Other Current events (No Discussion)

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

ADJOURNMENT:

MOTION: Councilmember Higgins moved to adjourn the meeting.
SECOND: Councilmember Pawlik
MOTION PASSED: UNANIMOUSLY
ADJOURNMENT: 8:32 PM

_____
David M. Smith, Mayor

AGENDA ITEM NUMBER 2C

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒ Regular ☐ Special

DATE ACTION SUBMITTED: August 26, 2020

REGULAR ☐ **CONSENT** ☒

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

SUBJECT: APPROVAL OF THE APPOINTMENT OF LINDA SANTELLANES TO THE DESIGN REVIEW BOARD

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve

PROPOSED MOTION: I move to approve the appointment of Linda Santellanes to the Design Review Board.

DISCUSSION:

Ms. Santellanes has submitted her application for appointment to the Design Review Board.

If approved, Ms. Santellanes will serve on the Board from September 1, 2020 to January 15, 2023.

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

BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

Date of Application: 8/25/2020

*** Board interested to serve:**

- ☐ Airport Advisory Committee
- ☐ Board of Appeals
- ☐ Committee on Disability Issues
- ☐ Employee Council
- ☐ Judicial Selection Committee
- ☐ Parks and Recreation Committee
- ☐ Public Safety Retirement Board
- ☐ Youth Council
- ☐ Bisbee Arts Commission
- ☐ Charter Review Committee
- ☐ Community Sustainability Commission
- ☐ Evergreen Cemetery Committee
- ☐ Library Advisory Board
- ☐ Planning and Zoning Commission
- ☐ Streets and Infrastructure Committee
- ☐ Board of Adjustment
- ☐ Civil Service Commission
- ☑ Design Review Board
- ☐ iBisbee Committee
- ☐ Municipal Property Corporation
- ☐ Police and Fire Advisory Committee
- ☐ Transit Advisory Committee

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

Santellanes — Linda

Last Name — First Name — Middle Initial

[redacted]

Mailing Address — Number — Street — City — State — Zip Code

Residential Street Address: [redacted]

Telephone Number(s): [redacted]

Email Address: [redacted]

* I have been a resident of Bisbee for 13 part time years * Are you currently on any Boards? yes-Studio Mariposa

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

Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates Employed): 1983 Bachler of Science in Interior Design from Northern AZ University-taught the last interior design class for seniors prior to graduating for 4 years.

Santellanes Interiors Inc. since 1998-Present; president & senior designer

Employers; Lori's Design Studio, Sedona AZ (drafter & junior designer 1983); Danze & Davis, Austin Texas (drafter in architecture)

1983-1987; Cox James Architects, Phoenix AZ (senior designer/partner 1987-1998) Contractor for APS (senior designer/project manager 1998-2002)

Current contractor for Ramirez Architects (former name: ethos) I've worked with same architect as employees, partners and now as a contractor for 33 years.

Please provide a brief summary of Civic/Volunteer Experience:

Four (4) years to date as a volunteer for Studio Mariposa as Co-Chair & Treasurer. Volunteer for Habitat for Humanity one weekend helping build a home.

Taught the last Senior Design class for four (4) years for NAU's Interior Design program. I did get paid but I did it to give back some of my experience to the Design community while working full time.

Volunteered to tag migrating birds at the Hassayampa Nature Conservancy Preserve. Volunteered at NAU to do research with motor control of cats and river otter tagging.

Volunteered to collect and ID samples of organism living in rivers in Southern Illinois. Volunteered to collect and ID sea life in Cholla Bay, Mexico with NAU's marine biologists.

Other Background Information Relevant to Serving in this Position:

I did some historical renovation work in college and in Dallas, TX early in my career.

I have a wide knowledge of construction, architecture and design.

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

I am interested in serving on this Board because I love Bisbee and it is my community. I'd like to see the integrity maintained and code compliance upheld.

I am currently renovating my new 1916 home in Bisbee to move into it as my primary home. I currently spend approximately 3 weeks in Bisbee and one in Phoenix.

See enclosed resume for qualifications.

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

WAIVER REQUEST (If Applicable):

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

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

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

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

Signature: Linda Santellanes **Date:** 8/25/2020

When complete, please return to:
City Clerk Office 118 Arizona Street Bisbee, Arizona 85603 Fax 520.432.6069 E-mail: acoronado@bisbeeaz.gov
nwilliams@bisbeeaz.gov

AGENDA ITEM NUMBER 2D

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 26, 2020

REGULAR ☐ **CONSENT** ☒

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

SUBJECT: APPROVAL OF THE APPOINTMENT OF MARY GOJKOVICH TO THE POLICE AND FIRE ADVISORY COMMITTEE, WARD III SEAT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve

PROPOSED MOTION: I move to approve the appointment of Mary Gojkovich to the Police and Fire Advisory Committee, WARD III Seat.

DISCUSSION:

Ms. Gojkovich has submitted her application for appointment to the Police and Fire Advisory Committee, WARD III Seat.

If approved, Ms. Gojkovich will serve on the Committee from September 1, 2020 to January 15, 2023.

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

BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

Date of Application: August 26,2020

*** Board interested to serve:**

- [ ] Airport Advisory Committee
- [ ] Board of Appeals
- [ ] Committee on Disability Issues
- [ ] Employee Council
- [ ] Judicial Selection Committee
- [ ] Parks and Recreation Committee
- [ ] Public Safety Retirement Board
- [ ] Youth Council
- [ ] Bisbee Arts Commission
- [ ] Charter Review Committee
- [ ] Community Sustainability Commission
- [ ] Evergreen Cemetery Committee
- [ ] Library Advisory Board
- [ ] Planning and Zoning Commission
- [ ] Streets and Infrastructure Committee
- [ ] Board of Adjustment
- [ ] Civil Service Commission
- [ ] Design Review Board
- [ ] iBisbee Committee
- [ ] Municipal Property Corporation
- [x] Police and Fire Advisory Committee
- [ ] Transit Advisory Committee

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

Gojkovich — Last Name
Mary — First Name
K. — Middle Initial

[redacted] — Mailing Address: Number, Street, City, State, Zip Code

Residential Street Address: [redacted]

Telephone Number(s): [redacted]

Email Address: [redacted]

* I have been a resident of Bisbee for 5 + years * Are you currently on any Boards? yes

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

Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates Employed): Associate Degree-Criminal Justice- Cocchise College; ASU Criminal Justice, 34+ years Law Enforcement, 16 years at Bisbee PD, 13 + years at ASU PD retired as Assistant Chief of Police. 3 yrs Maricopa County Attorney's Office, Chief Investigato

retired December 2005

Please provide a brief summary of Civic/Volunteer Experience:

Instrumental in starting neighborhood watch in Warren, Currently serve on Civil Service Commission

Other Background Information Relevant to Serving in this Position:

Born and raised in Bisbee, familiar with the culture of Bisbee

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

As a resident of Bisbee, I am interested in helping the Bisbee Police Dept and the community being very supportive of each other

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

WAIVER REQUEST (If Applicable):

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

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

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

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

Signature: M. Kay Gojkovich **Date:** 8-26-2020

When complete, please return to:
City Clerk Office 915 S. Tovreaville Road, Bisbee, AZ 85603 #4601
P.O. Box 4601, Bisbee, AZ 85603

E-mail: acoronado@bisbeeaz.gov
nwilliams@bisbeeaz.gov

Rev 7/31/2019

AGENDA ITEM NUMBER 2E

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 25, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: Approval of the resignation of William Crow from the Airport Advisory Commission and the Police/ Fire Advisory Committee

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Resignation

PROPOSED MOTION: I move to approve the resignation of William Crow from the Airport Advisory Commission and the Police/ Fire Advisory Committee.

DISCUSSION:

Mr. Crow's resignations will be effective as of September 1, 2020.

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

Nina Williams

From: William Crow [redacted]
Sent: Tuesday, August 25, 2020 10:25 AM
To: Nina Williams
Subject: Resignation from Commission and Committee

Nina,
Please accept my resignation from both the Airport Commission and Police & Fire Committee effective 1 Sep. It's been a pleasure to serve and I wish the citizens and City of Bisbee all the best in the future.

Thank you,
William Crow, Ward II

Sent from my iPhone

AGENDA ITEM NUMBER 2F

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 25, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: Approval of the resignation of Sandra Smith from the Bisbee Arts Commission

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Resignation

PROPOSED MOTION: I move to approve resignation of Sandra Smith from Bisbee Arts Commission.

DISCUSSION:

Ms. Smith contacted the City Clerk's Office on Wednesday, August 19, 2020 and resigned from the Bisbee Arts Commission.

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

AGENDA ITEM NUMBER 2G

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 26, 2020

REGULAR ☒ **CONSENT** ☒

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

SUBJECT: APPROVAL OF AN APPLICATION FOR AN EXTENSION OF PREMISES/PATIO PERMIT SUBMITTED BY THE BISBEE GRILLE DBA BISBEE'S TABLE FOR A PERMANENT CHANGE DUE TO COVID-19 CHANGES FOR PUBLIC SAFETY; ROBERT PAGE, APPLICANT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Extension of Premises/Patio Permit

PROPOSED MOTION: I move that we approve the application for an Extension of Premises/Patio Permit Submitted by the Bisbee Grille DBA Bisbee's Table for a permanent change due to Covid-19 Changes for Public Safety.

DISCUSSION:

Mr. Page has requested approval of an application for an Extension of Premises/ Patio Permit for the Bisbee Grille DBA Bisbee's Table for a permanent change due to Covid-19 Changes for Public Safety.

Mr. Page has indicated that there will be barriers and signs.

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

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

DLLC USE ONLY
CSR:
Log #:

APPLICATION FOR EXTENSION OF PREMISES/PATIO PERMIT

OBTAIN APPROVAL FROM LOCAL GOVERNING BOARD BEFORE SUBMITTING TO THE DEPARTMENT OF LIQUOR
****Notice: Allow 30-45 days to process permanent change of premises****

☑ Permanent change of area of service. **A non-refundable $50. Fee will apply**. Specific purpose for change:

COVID-19 CHANGES FOR PUBLIC SAFETY

☐ Temporary change **(No Fee)** for date(s) of: ___/___/___ through ___/___/___ list specific purpose for change:

1. Licensee's Name: Page (Last) Robert (First) Edward (Middle) License#: 12023051
2. Mailing address: PO Box BV (Street) Bisbee (City) AZ (State) 85603 (Zip Code)
3. Business Name: The Bisbee Grille DBA Bisbee's Table
4. Business Address: 2 Copper Queen Plaza (Street) Bisbee (City) AZ (State) 85603 (Zip Code)
5. Email Address: rob@bisbeecoffee.com
6. Business Phone Number: 520-432-7931 Contact Phone Number: 520-432-7931
7. Is extension of premises/patio complete?
   If no, what is your estimated completion date? 7 /31 /2020
8. Do you understand Arizona Liquor Laws and Regulations?
   ☑ Yes ☐ No
9. Does this extension bring your premises within 300 feet of a church or school?
   ☐ Yes ☑ No
10. Have you received approved Liquor Law Training?
    ☑ Yes ☐ No
11. What security precautions will be taken to prevent liquor violation s in the extended area? Barriers and signs.
12. ***IMPORTANT:*** Attach the revised floor plan, clearly depicting your licensed premises along with the new extended a outlined in black marker or ink, ***if the extended area is not outlined and marked "extension" we cannot accept application.***

Individuals requiring ADA accommodations please call (602)542-9027

☐ Barrier Exemption: an exception to the requirement of barriers surrounding a patio/outdoor serving area may be requested. Barrier exemptions are granted based on public safety, pedestrian traffic, and other factors unique to a licensed premises. List specific reasons for exemption:

_____

_____

☐ Approval ☐ Disapproval by **DLLC:** _____ Date: ____/____/____

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

Applicant Signature: _____

GOVERNING BOARD

After completion, and **BEFORE submitting to the Department of Liquor**, please take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.

☐ **Approval** ☐ **Disapproval**

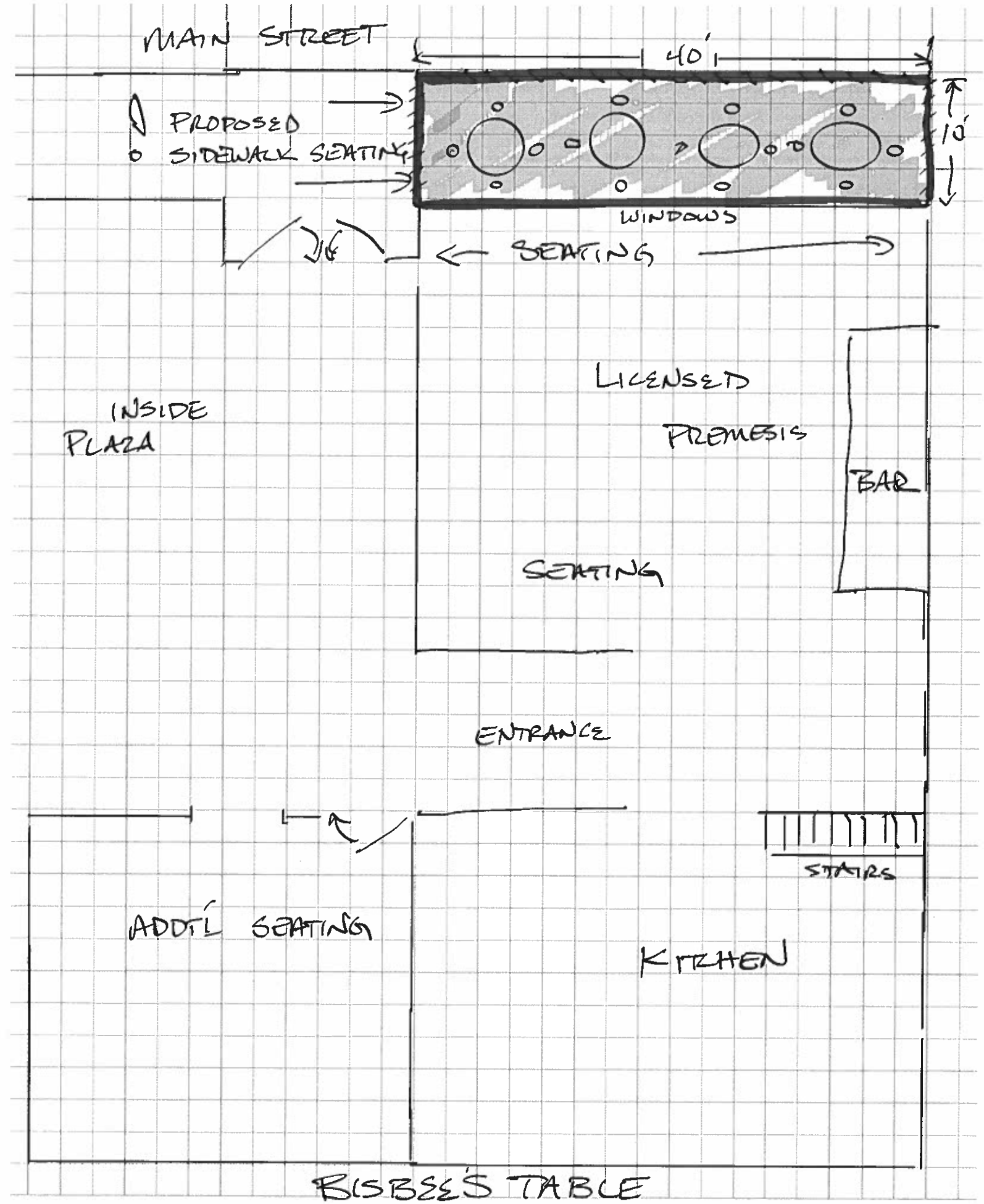
Authorized Signature	Title	Agency	Date

DLLC USE ONLY

Investigation Recommendation: ☐ **Approval** ☐ **Disapproval** by: _____ Date: ____/____/____

Director Signature required for Disapprovals: _____ Date: ____/____/____

Individuals requiring ADA accommodations please call [illegible]


MAIN STREET
40'
10'
PROPOSED
SIDEWALK SEATING
WINDOWS
SEATING
LICENSED
PREMESIS
INSIDE
PLAZA
BAR
SEATING
ENTRANCE
STAIRS
ADD'L SEATING
KITCHEN
BISBEE'S TABLE

AGENDA ITEM NUMBER 24

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 26, 2020

REGULAR ☒ **CONSENT** ☒

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

SUBJECT: APPROVAL OF AN APPLICATION FOR AN EXTENSION OF PREMISES/PATIO PERMIT SUBMITTED BY THE BISBEE GRAND HOTEL & SALOON FOR A PERMANENT CHANGE FOR AN ADDITION OF ADJACENT FIRST FLOOR SPACE (2,094 SQ.FT.) AND UPSTAIRS AREA (4,389 SQ. FT.); KEVIN ARNOLD KRAMBER, APPLICANT.

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Extension of Premises/Patio Permit

PROPOSED MOTION: I move that we approve the application for an Extension of Premises/Patio Permit Submitted by the Bisbee Grand Hotel & Saloon for a permanent change for an addition of adjacent first floor space (2,094 sq. ft.) and upstairs area (4,389 sq. ft.).

DISCUSSION:

Mr. Kramber has requested approval of an application for an Extension of Premises/ Patio Permit Submitted by the Bisbee Grand Hotel & Saloon for a permanent change for an addition of adjacent first floor space (2,094 sq. ft.) and upstairs area (4,389 sq. ft.).

Mr. Kramber has indicated that both adjacent 1st floor space and upstairs are fully enclosed walled structure.

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

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

DLLC USE ONLY
CSR:
Log #:

APPLICATION FOR EXTENSION OF PREMISES/PATIO PERMIT

OBTAIN APPROVAL FROM LOCAL GOVERNING BOARD BEFORE SUBMITTING TO THE DEPARTMENT OF LIQUOR
****Notice: Allow 30-45 days to process permanent change of premises****

☒ Permanent change of area of service. **A non-refundable $50. Fee will apply.** Specific purpose for change: (4,389 SQ. FT)
ADDITION OF ADJACENT FIRST FLOOR SPACE (2,094 SQ. FEET) AND UPSTAIRS AREA

☐ Temporary change **(No Fee)** for date(s) of: ___/___/___ through ___/___/___ list specific purpose for change:

1. Licensee's Name: KRAMBER (Last) KEVIN (First) ANDREW (Middle) License#: 06020086
2. Mailing address: 536 E. WAGON BLUFF DR. (Street) TUCSON (City) AZ (State) 85704 (Zip Code)
3. Business Name: BISBEE GRAND HOTEL & SALOON
4. Business Address: 57-61 MAIN ST. (Street) BISBEE (City) AZ (State) 85603 (Zip Code)
5. Email Address: KKRAMBER75@GMAIL.COM
6. Business Phone Number: (520) 432-5900 Contact Phone Number: (520) 235-5684
7. Is extension of premises/patio complete?
   YES If no, what is your estimated completion date? ___/___/___
8. Do you understand Arizona Liquor Laws and Regulations?
   ☒ Yes ☐ No
9. Does this extension bring your premises within 300 feet of a church or school?
   ☐ Yes ☒ No
10. Have you received approved Liquor Law Training?
    ☒ Yes ☐ No
11. What security precautions will be taken to prevent liquor violation s in the extended area? BOOTH ADJACENT 1ST FLOOR SPACE & UPSTAIRS ARE FULLY ENCLOSED WALLED STRUCTURES.
12. ***IMPORTANT:*** Attach the revised floor plan, clearly depicting your licensed premises along with the new extended area outlined in black marker or ink, ***If the extended area is not outlined and marked "extension" we cannot accept the application.***

Individuals requiring ADA accommodations please call (602)542-9027

☐ Barrier Exemption: an exception to the requirement of barriers surrounding a patio/outdoor serving area may be requested. Barrier exemptions are granted based on public safety, pedestrian traffic, and other factors unique to a licensed premises. List specific reasons for exemption:

_____

_____

☐ Approval ☐ Disapproval by **DLLC:** _____ Date: ____/____/____

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

Applicant Signature: _____

GOVERNING BOARD

After completion, and **BEFORE submitting to the Department of Liquor**, please take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.

☐ **Approval** ☐ **Disapproval**

Authorized Signature	Title	Agency	Date

DLLC USE ONLY

Investigation Recommendation: ☐ **Approval** ☐ **Disapproval** by: _____ Date: ____/____/____

Director Signature required for Disapprovals: _____ Date: ____/____/____

Individuals requiring ADA accommodations please call (602)542-9027

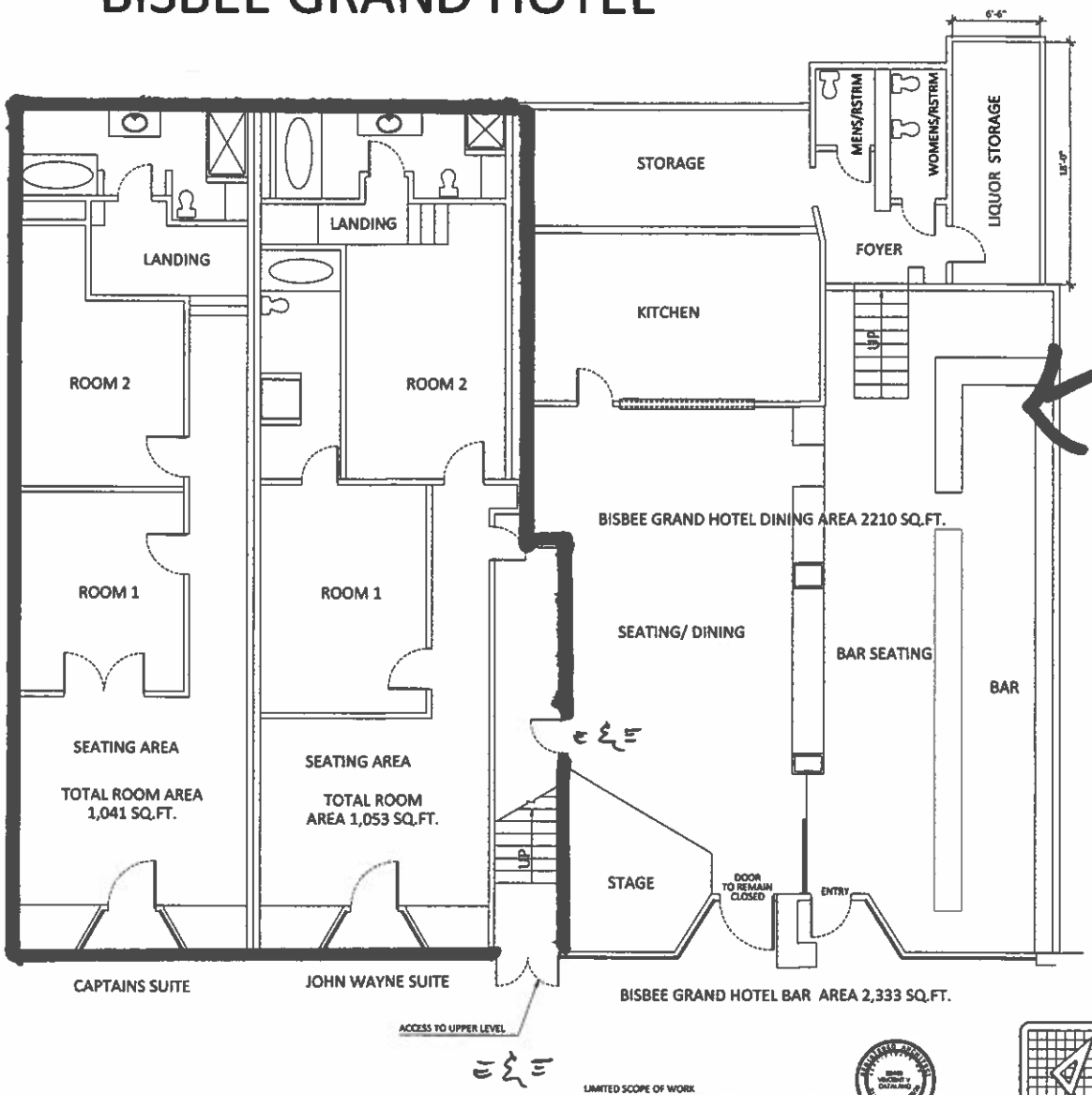
* 1ST / GROUND FLOOR *

BISBEE GRAND HOTEL

2,094 SQ. FT.

PERMANENT EXTENSION AREA

CURRENT PREMISES # 06020086



LOWER LEVEL BAR/ROOM NOTES

CAPTAINS SUITE = 1,041 SQ.FT.
JOHN WAYNE SUITE = 1,053 SQ.FT.
BAR AND RESTAURANT AREA = 2,333 SQ.FT.
TOTAL SQ.FT. = 4,427 SQ.FT.

ALL UPPER AND LOWER ROOMS /PATIO AREAS AND BAR/ RESTAURANT ARE PART OF THIS PERMIT.

TOTAL SQ.F.T FOR ALL AREAS = 9,580 SQ.FT.

LIMITED SCOPE OF WORK
THE PLANS THAT HAVE BEEN PREPARED BY VVC DESIGN ARE FOR LIQUOR LICENSE APPROVAL ONLY
THE DRAWINGS HAVE NOT BEEN PROVIDED FOR CODE COMPLIANCE BUT ARE SCHEMATIC IN NATURE.

VVC DESIGN
ARCHITECT
1920 W CASSIM LN
TUCSON AZ (520)575-7040

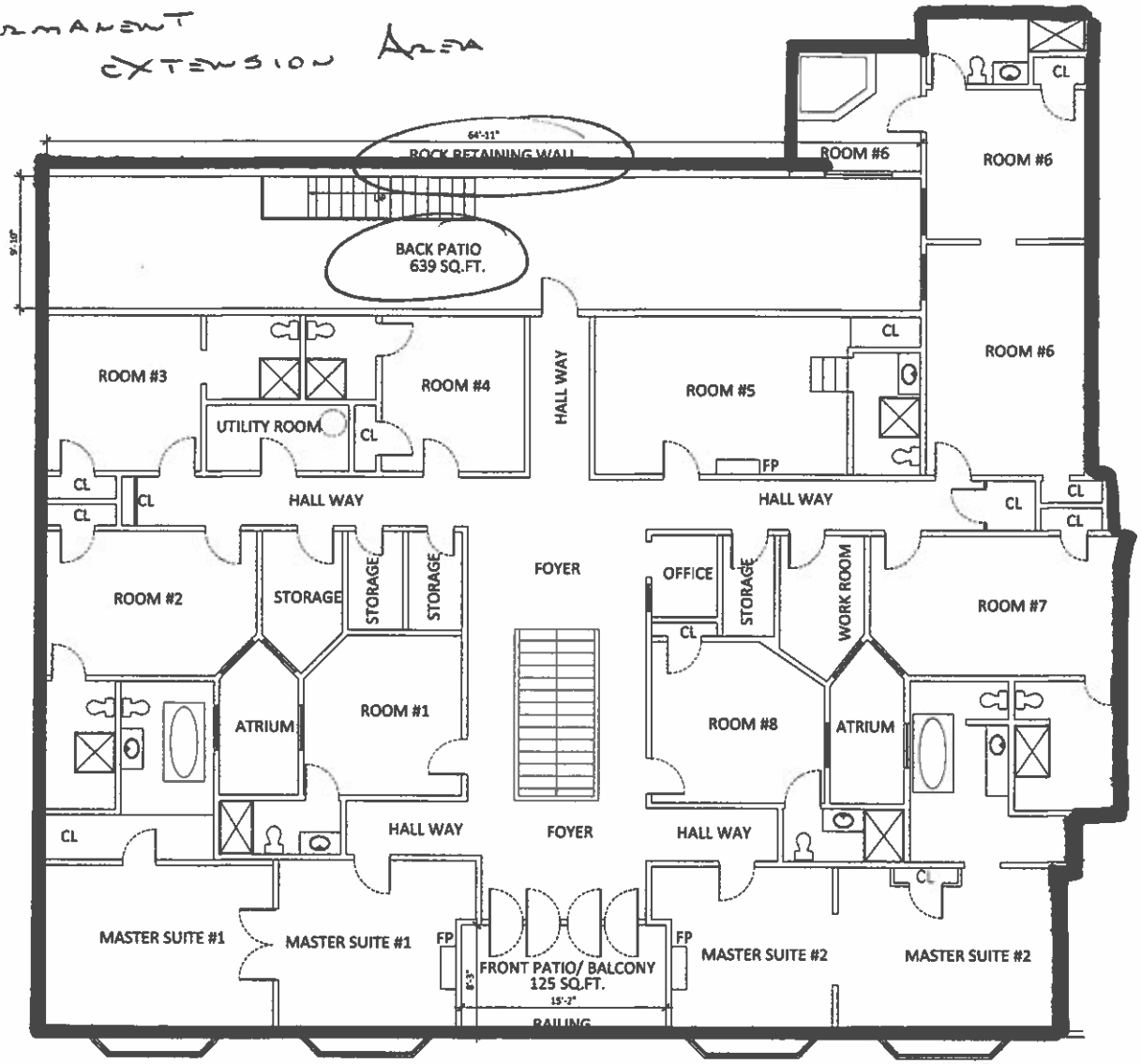
BISBEE GRAND HOTEL
61 MAIN STREET, BISBEE AZ 85603

A1

2ND / UPSTAIRS AREA

4,389 SQ. FT.

PERMANENT EXTENSION AREA



UPPER LEVEL ROOMS AND PATIOS

UPPER LEVEL NOTES

1. UPPER LEVEL FLOOR - 4, 389 SQ.FT.
2. BACK PATIO - 639 SQ.FT.
3. FRONT PATIO - 125 SQ.FT.
TOTAL SQ.FT. 5,153 SQ.FT.

PATIO NOTES

1. FRONT PATIO / BALCONY HAS (4) WOOD DOORS WITH GLASS WINDOWS THAT PULL INTO THE FOYER. IT ALSO HAS (4) WOOD SCREEN PATIO DOORS THAT PUSH INTO THE PATIO SPACE. THE FONT PATIO/ BALCONY HAS EXISTING WROUGHT IRON RAILINGS.
2. BACK PATIO AREA HAS A SINGLE WOOD DOOR WITH A GLASS WINDOW THAT PUSHES OUT INTO THE PATIO. THE BACK PATIO IS SURROUNDED BY A ROCK RETAINING WALL ON THE REAR AND THE HOTEL ON THREE SIDES AND A ROCK AND BRICK WALL ON ONE SIDE.

LIMITED SCOPE OF WORK
THE PLANS THAT HAVE BEEN PREPARED BY VVC DESIGN ARE FOR LIQUOR LICENSE APPROVAL ONLY
THE DRAWINGS HAVE NOT BEEN PROVIDED FOR CODE COMPLIANCE BUT ARE SCHEMATIC IN NATURE.

VVC DESIGN
ARCHITECT
1920 W. CASSIM LN
TUCSON AZ. (520)575-7040

BISBEE GRAND HOTEL
61 MAIN STREET, BISBEE AZ 85603

A2

AGENDA ITEM NUMBER 3

REQUEST FOR MAYOR & COUNCIL ACTION
Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 24, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: Discussion and Possible Approval of Ordinance O-20-13; Dissolving the Community Sustainability Commission

FROM: David Smith, Mayor

RECOMMENDATION: Approve Notice of Intent

PROPOSED MOTION: I move to approve Ordinance O-20-13; Dissolving the Community Sustainability Commission

DISCUSSION:

The Community Sustainability Commission was established December 18, 2012 by Ordinance O-12-19. It was tasked to develop programs, policies, and actions that will enhance the sustainability of our area and our quality of life. The Community Sustainability Commission successfully investigated these issues and made recommendations to the Mayor and Council with their written Sustainability Plan that was adopted March 20, 2018, but since this adoption the Commission has had twelve meetings scheduled and was only able to have four of those meetings for various reasons.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

ORDINANCE O-20-13

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE COUNTY OF COCHISE, STATE OF ARIZONA DISSOLVING THE COMMUNITY SUSTAINABILITY COMMISSION

WHEREAS, Bisbee City Ordinance 0-12-19 created the Community Sustainability Commission to develop programs, policies, and actions that will enhance the sustainability of our area and our quality of life;

WHEREAS, the City of Bisbee subsequently appointed citizens and utilized all of their expertise that was available to this community;

WHEREAS, it is acceptable with the City of Bisbee that the Community Sustainability Commission has successfully investigated these issues and made recommendations to the Mayor and Council with their Sustainability Plan and was adopted March 20, 2018 and,

WHEREAS, the City no longer requires that the Community Sustainability Commission exist.

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

Section 1. Ordinance O-12-19 is repealed and the Community Sustainability Commission formed thereunder is dissolved.

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

ORDINANCE O-12-19

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, ESTABLISHING THE CITY OF BISBEE COMMUNITY SUSTAINABILITY COMMISSION

WHEREAS, Section 5.01 of the City Charter authorizes the Council to create such Commissions, by Ordinance, as in its judgment may be required and to grant them such power and duties as are consistent with the provisions of the Charter; and

WHEREAS, the City of Bisbee and this community are confronting many challenges that pose real threats to the long-term health and welfare of this community; and

WHEREAS, for this City to thrive and for this community to prosper, the City and its citizens must work together to develop programs, policies, and actions that will enhance the sustainability of our area and our quality of life; and

WHEREAS, the principal of "sustainability" in this context must include the social welfare of our citizens, the economic health and prosperity of our community, and the protection and stewardship of our environment; and

WHEREAS, in order to succeed with a project of this magnitude, the City must seek the advice and recommendations of its citizens and utilize all of the relevant expertise that is available in this community;

WHEREAS, it would be in the best interests of the City and its citizens to establish a Commission that will be tasked with the responsibility of fully investigating all of these issues and making recommendations to the Mayor and Council,

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

Section 1. The Community Sustainability Commission of the City of Bisbee is hereby established.

Section 2. The duties and responsibilities of the Community Sustainability Commission of the City of Bisbee shall be as follows:

a. To review, investigate, and analyze, together with City staff members, public officials from local, state, and federal agencies, and members of the public who may have particular knowledge regarding some or all of these matters, the broad range of issues regarding public welfare, economic health and prosperity, and environmental stewardship that confront this community.

b. To develop proposals for and to recommend programs, policies, and actions that can be taken by the City of Bisbee, its citizens, its local businesses and institutions, to improve and maintain the long-term social, economic, and environmental vitality of this community.

c. To review and to provide recommendations for the best available source or sources of funding that may be required for the various programs, policies, and actions that may be recommended.

d. To review and to provide recommendations for the most efficient and cost effective use of the equipment, monies, and human resources which are currently available to the City, its citizens, and its local businesses, to address these issues, or which might be available with a re-allocation of these resources.

e. To provide such other and further recommendations to the Mayor and Council as may be reasonably necessary to accomplish the principal objective of improving the sustainability of this City.

Section 3. The Commission shall consist of not more than seven (7) members. Each Council Member, including the Mayor, may recommend one or more members for appointment to this Commission. All recommended Commission members are subject to formal appointment by the Mayor, with the consent of the full Council, as required by the Charter. Any vacancies in this Commission shall be filled in this same manner.

Section 4. The Commission shall meet as often as it sees fit and shall have the full authority to designate a chairperson and to organize itself in the manner determined best by the members of the Commission. The Commission shall be subject to the general provisions applicable to Boards, Commission and Committees pursuant to Article 2.8 of the City Code.

Section 5. The Commission shall provide regular reports to the Mayor and Council on its progress. Within twelve months of the date of its first regular meeting, the Commission shall provide the Mayor and Council with a full report on all of the issues which have been assigned to this Commission, its progress, and its recommendations, if any.

Section 6. The Commission shall continue to exist for as long as the Mayor and Council determine it to be beneficial.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee on this 18th day of December 2012.

APPROVED:

Adriana Z. Badal, Mayor

ATTEST:

Gloria P. Gonzalez, City Clerk

APPROVED AS TO FORM:

John A. MacKinnon, City Attorney

City of Bisbee Sustainability Plan 2016-2017

Government and Economy
(Policies and Strategies)

Protecting and enhancing the natural environment, social well-being, and local economy in order to create and cultivate a self-sufficient, healthy and vibrant community.

Version 170914

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1. HEALTH

Mission

Institute health related policies and resolutions which protect, support and enhance the physical and mental wellbeing of Bisbee residents and visitors.

The physical and mental wellbeing of Bisbee residents is crucial to maintaining a healthy population with the ability to thrive independently. Resources for wellbeing include wellness, community, and crisis services, green space, recreation opportunities and events, and physical exercise options. Health and wellbeing of Bisbee residents is key to having a vibrant and resilient community. Living in a community where the residents help support one another's wellbeing makes Bisbee a nurturing, healthful place to live and visit.

Policies

- Ensure safe and reliable sources of drinking water. Ensure water is sustainably used so that future residents will have adequate supplies.
- Support increased water quality standards above minimum public utility levels.
- Minimize airborne toxic dust particles from mining activity, including support of Freeport McMoran's remediation efforts.
- Ensure that infrastructure is safe for pedestrians and vehicles.
- Identify and support physical and mental health and wellness practitioners in the community.
- Identify, support and disseminate information about existing and new crisis intervention, mental health, drug treatment, homeless, elderly and disabled services.
- Educate the community about and encourage the local growing of organic food to ensure a healthy, accessible food supply.
- Encourage physical exercise and minimize carbon footprint by building and promoting bike paths and walking trails.
- Create opportunities for younger residents and adults alike to spend time outdoors utilizing the local natural environment, municipal pool and parks.
- Promote siting of all new commercial development within walking and/or biking distance of existing residential districts.
- Promote siting of all new residential development within walking and/or biking distance from existing commercial areas.

- Install automatic sensors on water faucets and in public restrooms to save water and reduce the spread of infectious disease.
- Promote and support neighborhood parks, recreation centers and recreation areas as healthful areas to exercise and spend time.
- Create opportunities for all Bisbee residents and visitors to learn about their local natural and built environments.
- Provide safe and sanitary environments for work, transportation and recreation to all Bisbee residents and visitors.
- Encourage and provide opportunities for residents to communicate more effectively and compassionately with each other and with city officials/police and for all groups and individuals to learn the skills needs to do this, promoting a more peaceful and nurturing environment for all.

Strategies

- Advocate proper nutrition for residents through a health and wellness campaign focusing upon reduction of obesity levels, increasing physical fitness through use of local outdoor recreation facilities, and incorporation of more indoor recreation facilities.

2. FOOD SYSTEMS

Mission

Support existing local food sources while providing distinct incentives for establishing new food sources to remove Bisbee from the list of Arizona food deserts.

Building connections between local food producers and local businesses will develop a positive feedback loop in which food security may become a reality in the Bisbee community. Furthermore, such a connection allows local farmers the opportunity to sustain themselves financially without fear of losing their livelihood, while providing Bisbee residents with educational opportunities around local healthy food and nutrition. Supporting growth in food systems local to Bisbee will provide residents with a healthy, sustainable food source while bolstering the local economy. The addition of new agriculture to the Bisbee community will help keep Bisbee clean: plants provide natural carbon sequestration and water filtering. Utilizing region-conscious agricultural practice provides natural filtration for air, earth and water within the community.

Policies

- Support the locating of new food stores and businesses in the Historic Old Bisbee and Historic Warren areas within walking distance of neighborhoods to actively address Bisbee as a food desert.
- Support mixed-use zoning and development to provide all Bisbee neighborhoods with food sources in walking distance.
- Support existing, aspiring and future farmers of all scales in the Bisbee area.
- Build connections between local agriculture and local businesses, providing direct routes between Bisbee farmers and Bisbee food stores.
- Educate Bisbee residents about the importance of eating healthy and providing children with proper sustenance for growth and health.
- Support current and future state and federal policies which support local farming.
- Abide by FDA's food safety modernization act *(Reference:* http://sustainableagriculture.net/blog/new-food-safety-rules/*)*

Strategies

- Provide tax incentives for current, aspiring and future small-scale food store owners located or planning to locate in the Historic Old Bisbee and Historic Warren areas.
- Focus on small plot and integrated farming methods rather than largescale agriculture and greenhouse production to encourage local agriculture which can compete in the Bisbee market. *(Adopted from the 2015 ULI Arizona / City of Bisbee TAP)*
- Provide readily available resources for Bisbee residents to learn how to create and maintain gardens. *(Adopted from the 2015 ULI Arizona / City of Bisbee TAP)*
- Educate residents on the benefits of small-scale farming as a possibility for accessory income. *(Adopted from the 2015 ULI Arizona / City of Bisbee TAP)*
- Promote agro-tourism in Bisbee by advertising existing agricultural practices (such as the Bakerville community garden and Tin Town community garden) and showcasing the unique growing environment which Bisbee is home to. Consider the fact that Bisbee is home to a wide variety of plants impossible to grow in other desert regions due to its elevation and location. *(Adopted from the 2015 ULI Arizona / City of Bisbee TAP)*
- Support local meat processing unit locating in Bisbee area.
- Advocate and offer tax incentives for a centrally located food "clearing house" to serve local agriculture.
- Institute a minimum price guarantee for Bisbee farmers selling their produce and products to Bisbee food stores.

3. MUNICIPAL TRANSPORTATION

Mission

Encourage use of alternative transportation methods (bike, public transit, walking) for both utility and recreation purposes while supporting current transportation infrastructure through upkeep and advertising.

Incorporating more transportation options creates equal opportunities for residents to pursue economic and food security, as well as recreation and socialization opportunities. Providing alternative transportation options will enhance the Bisbee experience by making it a true walking town for residents and visitors alike, allowing bar patrons to drink without the fear of needing to drive and non-drivers the opportunity to travel without a personal vehicle. Offering alternatives to personal vehicles cuts back on pollution while reducing vehicle miles per car, in turn decreasing maintenance and operations cost of local infrastructure. Well-developed multi-modal transportation systems reduce the burden of maintenance and operation on systems solely reliant on personal vehicles.

Policies

- Establish Multi-modal transportation paths throughout the city of Bisbee.
- Promote bike and pedestrian trails in the mountains and natural environment surrounding the City of Bisbee.
- Promote Transportation options such as bicycle trails, commute trip reduction programs, incentives for carpooling and public transit.
- Explore and expand alternative transportation options which reduce reliance on single-occupancy personal vehicles.
- Ensure that Bisbee public transit infrastructure remains intact indefinitely.
- Support availability of public transit seven days per week including holidays.
- Support low-energy public transit opportunities

Strategies

- Utilize bike right-of-way signage and signals to provide safe biking paths throughout the Bisbee community
- Increase biker and pedestrian awareness in terms of personal safety, laws protecting their rights, and proper etiquette
- Encourage pedestrians to utilize crosswalks, discouraging jay-walking.

- Establish trail guide for natural environment surrounding City of Bisbee.
- Enhance the Bisbee trail system by incorporating trail signage, route identifiers and wayfinding signage.
- Ensure that all public transit stops are visible and well-advertised.
- Provide covered transit stops to protect waiting patrons from sun and rain.
- Promote the use of the Bisbee Bus by visitors and tourists
- Support electric car infrastructure.

4. ENERGY

Mission

The City of Bisbee will support current municipal measures to reduce city electricity use and establish electrical generating options for use throughout city to decrease reliance on high-polluting energy sources such as fossil fuels.

Reducing Bisbee's energy use by utilizing active and passive methods will provide learning opportunities for both the local and tourist populations. As a regional leader in sustainable practice, Bisbee has the opportunity to showcase the benefits of reducing municipal energy use by advertising reductions as part of a "Clean Energy" or "Low Energy use" campaign. Utilizing alternative energy, clean energy and energy-efficient practices will save the municipal government money and reduce the cost of infrastructure maintenance over time. Further, investing money in clean, energy-efficient technology and strategies for city use will divest monies Bisbee has invested passively in the fossil fuel industry. Reductions in municipal energy use reduce reliance on unclean energy sources. The lower municipal energy use is, the smaller Bisbee's footprint will be; by reducing municipal energy usage, Bisbee in turn will reduce its contribution to local and regional pollution levels.

Policies

- Encourage energy efficient and green energy usage in new building designs.
- Encourage retrofitting existing buildings with green energy, low-energy use and energy-efficient technology.
- Retrofit municipal buildings to be more energy efficient.
- Support education strategy for Bisbee residents regarding proper energy saving techniques, energy efficient technologies, and green energy technologies.

Strategies

- Invest municipal money in clean, energy-efficient technology and strategies for use in city infrastructure. These investments will naturally divest money which Bisbee has passively invested in the fossil fuel industry.
- Incorporate use of low-energy lighting in all municipal buildings on all municipal property.

- Replace city street lights with low-energy solar-powered LED street lights. *(See "Municipal Guide for Converting to LED Street Lighting")*
- Install automatic light sensors in all municipal buildings.
- Promote planting of shade trees on south and west sides of developments in order to naturally reduce energy used for cooling. *(Adopted from 2008 San Jose Charrette)*

5. WASTE MANAGEMENT

Mission

Support continued efforts to reduce municipal garbage output by maximizing recycling output. Develop economically viable municipal composting infrastructure with inputs by City of Bisbee farmers, agriculturalists, residents, restaurants and local business owners.

Bisbee is a sustainable and socially conscious community: the municipality must have the capacity to recycle all recyclable materials, compost all compostable materials, and ultimately reduce municipal waste by the highest possible degree. Furthermore, the city recycling facility and public efforts put towards increasing recycling efficiency/output must be advertised to the public as a positive example to be followed by city residents. Increasing the capacity and recycling capabilities of the Tovreaville transfer station will reduce the amount of recyclable waste being transferred to the Cochise County solid waste station, reducing the amount of money spent on municipal dumping. Increasing the capacity of recycling and composting within the city reduces Bisbee's waste footprint while helping to decrease the amount of solid waste produced by the city.

Policies

- Encourage Bisbee residents to compost food and yard waste.
- In an effort to kick-start municipal composting, provide free home pick-up for compostable goods to all residents within City of Bisbee limits.
-
- Provide leadership regarding ways to reduce physical and liquid waste in City of Bisbee households.
- Provide leadership regarding ways to reduce physical and liquid waste in City of Bisbee businesses and restaurants.
- Utilize existing funding and grant opportunities to increase recycling capabilities of Tovreaville transfer station: the facility must be enclosed and must incorporate the ability to process glass.

Strategies

- Finance free home compostable goods pick-up by selling composted materials to local farmers.

- Incentivize use of community garden plots by offering free compost to community garden users.
- Establish a local materials recycling center for used building and landscaping materials.
- Connect with local community gardeners and agriculturalists to provide pick-up for composted materials
- Print on both front and back sides of paper, to save on paper purchased and being wasted.
- Utilize recycled paper in all municipal printers and copiers to reduce paper waste.
- Use recycled/recyclable and/or compostable trash bags in all municipal trash bins.
- Use only environmentally friendly cleaning supplies throughout all municipal properties and for all municipal cleaning needs.
- Use only environmentally friendly, non-toxic paint and painting supplies on all municipal property.
- Hold hazardous waste disposal events to ensure safe disposal of hazardous materials.
- Permit use of composting toilets within city boundaries.
- Permit use of grey water in residencies within city boundaries.
- Assist local restaurants in the proper disposal of all liquid and solid waste (i.e. grease, grey water, glass, etc.)

6. WATER

Mission

Provide all Bisbee residents and visitors with access to pure drinking water. Strive to preserve increasingly-stressed water sources in and around Bisbee to provide viable water sources for residents and the environment into the foreseeable future.

Bisbee is located in a drought-prone climate where water must not be taken for granted. Water security is a basic human right. Reducing water use will help to secure water for this generation and for generations to come. Reducing municipal water use will in turn reduce the amount of water drawn from Arizona water supply: the less water Bisbee draws, the less money Bisbee must pay for water. Further, lower municipal water use will reduce the strain put on city water waste water plant. Supporting the continued use of recycled water produced by the wastewater treatment facility will assist in further reducing the strain put on Bisbee's water source. As the principal means of sustaining life, water is the single most important factor in retaining the singular beauty of Bisbee's landscape. As an influential southern Arizona city and as a leader in rural sustainable practice, Bisbee must lead the way in terms of region-based practical water usage and water-use reduction.

Policies

- Ensure safety and purity of municipal drinking water supply for all Bisbee residents.
- Consider all city water – effluent, ground, surface, atmospheric and potable – as valuable commodities in the municipality.
- Strive to protect natural waterways and riparian areas in and around Bisbee through wise and educated water use.
- Ensure the sound material condition and functionality of the city fire suppression and the Arizona Water Company cross connection at the Tombstone Canyon water tank.
- Encourage the use of effluent renewable water sources in place of groundwater-depleting sources.
- Educate Bisbee residents about proper low-water use strategies to be used in homes and on properties.
- Focus on small plot and integrated farming methods rather than largescale agriculture and greenhouse production in order to reduce strains put on the Bisbee water system. *(Adopted from the 2015 ULI Arizona / City of Bisbee TAP)*
- Educate Bisbee residents on the benefits of storm-water collection and use.
- Utilize remediated water throughout Bisbee.

Strategies

- Install solar powered pumps to supply water from the Wood Canyon Pump House to the Locklin Avenue fire suppression reservoir.
- Install or obtain water treatment systems and install in the Wood Canyon Pump House to treat raw city fire suppression water to create emergency backup potable water.
- Research opportunities to recover wastewater treatment methane for energy production *(Adapted from 2008 San Jose Charrette)*
- Utilize drought-tolerant, low water-use landscaping on all municipal property.
- Use grey water and harvested rain water to water local parks and municipal landscapes.
- Install automatic sensors on water faucets in public restrooms to save water and reduce the spread of infectious disease.
- Install low water-use toilets and urinals in all public and municipal restrooms.
- Fit municipal buildings with storm-water collection technology to be showcased in xeriscape landscaping.
- Install aerators on all public sink and shower faucets.
- Install solar water heaters and on-demand water heaters on all public water utilities.
- Provide instruction regarding ways to reduce physical and liquid waste in City of Bisbee households.

7. INFRASTRUCTURE

Mission

Encourage existing buildings and infrastructure to retrofit with green energy technology, while taking advantage of low-cost energy saving and fixing methods. Require that all new development and structures utilize recycled building materials and/or green energy techniques to keep maintenance costs of buildings and infrastructure low while protecting Bisbee's environment.

Building green infrastructure and retrofitting existing buildings with low energy-use options can become a passive learning opportunity for residents of Bisbee and visitors alike, enhancing the education of the city's younger generation and adding an asset to Bisbee's travel economy. Utilization of green building techniques will ensure that all new buildings and infrastructure have low utility and maintenance fees, keeping costs for building owners as low as possible. Existing buildings should be encouraged to retrofit with green energy sources and/or low energy-use infrastructure (lighting, heating/cooling, etc.) while taking advantage of energy audits and simple techniques to save energy (whitewashing exterior walls, adding shade screens to windows, replacing insulation, etc.). Low costs for maintenance and utilities keeps rent costs as low as possible, encouraging business owners to rent and own both new and historic Bisbee buildings. Utilizing recycled materials in the building process while subsequently fitting infrastructure with green/low energy-use options will mitigate strains which the building process puts on the environment. Green energy fitting and low usage reduces waste from used technology (light bulbs, A/C systems, etc.) going into the waste stream.

Policies

- Rehabilitate and update Bisbee's existing housing stock to be attractive while preserving historic character. *(Adopted from the 2015 ULI Arizona / City of Bisbee TAP)*
- Rehabilitate and update Bisbee's existing commercial stock to be attractive while preserving historic character.
- Retrofit and update Bisbee's infrastructure with green technology and low-energy-use systems.
- Retrofit municipal buildings with technology to reduce energy and water use.
- Manage and monitor open space through conservation easement. *(Adopted from 2008 San Jose Charrette)*
- Respect onsite topography by limiting environmental impact to within 15 ft. of building footprints. *(Adopted from 2008 San Jose Charrette)*

- Protect onsite vegetation, soil and natural topography during the construction process. *(Adopted from 2008 San Jose Charrette)*
- Encourage new developments to utilize alternative energy options such as solar or wind energy.
- Encourage new developments built on current or purchased municipal land to go through the LEED certification process and/or other green building certification processes through the use of tax incentives and/or reduced purchasing costs.
- Encourage all new developments to use low-impact development techniques and standards. *(Adopted from Sierra Vista 2030 General Plan)*
- Encourage a mix of land uses to help minimize driving distances to services and employment. *(Adopted from 2008 San Jose Charrette)*
- Encourage new high-density residential developments to include recreational facilities and amenities in the site plans. *(Adopted from 2008 San Jose Charrette)*

Strategies

- All new buildings must paint rooves white in order to reflect sunlight and promote low-energy cooling options. *(Adopted from 2008 San Jose Charrette)*
- All new buildings must incorporate sky-lights in the rooves of buildings to promote natural lighting. *(Adopted from 2008 San Jose Charrette)*
- All new buildings and infrastructure must incorporate 70% or more permeable surfaces in landscapes surrounding new structures.
- Take advantage of infrastructure energy audits to identify cost-effective ways in which existing buildings can make small changes and upgrades to physical attributes in order to reduce electricity needs.
- Encourage all existing buildings to paint rooftops white to reflect heat and conserve energy during hot summer months previously used for A/C.
- Paint all municipal buildings' rooftops white to reflect heat during hot summer months.
- Add insulated shading screens to all municipal building's windows in order to block the sun during hot summer months and to insulate rooms during cold winter months.
- Support incorporation of all necessary infrastructure in the Bisbee cemetery.
- Nominate existing buildings and infrastructure for LEED and other certifications.

8. POPULATION (HOUSING AND JOBS)

Mission

Ensure that affordable housing options are available to all Bisbee residents. Ensure that jobs at all levels of skilled labor are available to all Bisbee residents.

Utilize skills-based training to allow Bisbee residents the opportunity to learn trades and provide for themselves and their families. Provide shelter to all disabled Bisbee residents indefinitely, and provide temporary shelter to Bisbee residents who are between jobs. Assist recently-homeless and recently-released inmates in the home and job finding process. Ensure all Bisbee residents equal, walkable access to necessary amenities and/or public transportation.

Policies

- Ensure that all Bisbee residents have equal access to affordable housing, clean water, and food.
- Ensure that all Bisbee homeless residents have equal and proper access to shelter, clean water and food.
- Strongly encourage able-bodied Bisbee unemployed residents and/or welfare recipients to go through job-skills training.
- Encourage and incentivize the citing of new small-scale food stores within walking distance of residents in order to provide access to necessary amenities and jobs.

Strategies

- Assist Bisbee residents with finding work in the Bisbee community.
- Assist homeless and recently-released inmates living in Bisbee with finding work in Bisbee.
- Empower Bisbee activists to create trade-training programs for members of the Bisbee community.

9. EDUCATION

Mission

Provide top-notch education in schools, easily accessible education outlets for all city services, and provide information for healthful living to all Bisbee residents and visitors.

Education is the core of any community which strives to cultivate and build upon its natural assets to provide for its future generations. Educating Bisbee residents is the key to connecting both children and adults with positive opportunities for success. Drawing new families to the community is dependent upon schools, extracurricular activities and the social environment found in Bisbee. Parents must feel that their children have access to education from local schools as well as social opportunities from extracurricular activities. The city is currently deficient in terms of professional work, which makes living in the community difficult for up-and-coming professionals who must provide for their families. Ensuring the quality of schools for all grade levels will draw young professional teachers to the city while also drawing families to those schools. Capitalizing on historic and environmental educational opportunities which Bisbee can offer will draw research institutions to the city, in turn bringing professionals from various fields to Bisbee. Successful multigenerational communities are those which support education of all residents; bringing education to the front and center of Bisbee culture will help to build a strong community of multigenerational professionals which will allow the city to sustain and prosper indefinitely.

Policies

- Strive for the highest quality education in schools in the Bisbee Unified School District.
- Ensure sufficient funding to all schools in the BUSD.
- Provide funding for juvenile extracurricular activities, including but not limited to the arts and sports that are appropriate for all, including those who are differently abled.
- Create educational opportunities for adults, including those who are differently abled, living in the Bisbee community.
- Create additional educational opportunities for all children, including those who are differently abled.
- Provide opportunities for all generations of Bisbee residents to learn how to safely and sustainably interact with their surrounding environment.
- Provide opportunities for all generations of Bisbee residents to learn about their city's rich history and cultural heritage.

Strategies

- Utilize Bisbee's natural environment to draw educational institutions to the city for research.
- Utilize Bisbee's historic infrastructure to draw educational institutions to the city for research.
- Provide more educational opportunities to learn about the diverse culture in the Bisbee area

10. RESOURCES

The City of Bisbee has, and generates, various resources which rightly belong in a sustainability plan, but which do not fall readily into the previous nine sections. These may include the use of native rocks for paint pigments, plants which could be used in dyes for fabrics, and even the retention of treated waste water. Given that this is a living document, the section is intended as a place holder for future consideration by the Commission and for input by other contributing parties.

AGENDA ITEM NUMBER 4

REQUEST FOR MAYOR & COUNCIL ACTION
Session of: September 1, 2020

☒ **Regular** ☐ **Special**

DATE ACTION SUBMITTED: **August 24, 2020**

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: **Discussion and Possible Approval of a Contract with FareHarbor B.V. for Online Ticket Sales for Queen Mine Tour**

FROM: **Doug Graeme, Queen Mine Tour Manager**

RECOMMENDATION: **Approve Consent Agreement**

PROPOSED MOTION: **I move to approve the use FareHarbor B.V. for Online Ticket Sales for Queen Mine Tour**

DISCUSSION:
The Queen Mine Tour advertised for sealed bids to procure an online ticket sales services/system seven bids were received:

TixTrack, Palco4, Centaman, hello.etix, USeDIRECT, Flybook software LLC, FareHarbor B.V.

FareHarbor B.V.was chosen for the following reasons:

- Meets or exceeds all requirements stated in scope of work.
- Found the demo version of software to have a clean user interface and easily used by the customer/Queen mine staff.
- Low cost 6 percent convenience fee passed on to customer and they would do the credit card processing with 1.9% + 30 cents per transaction.
- Merchant services would be Stripe a well-established company
- FareHarbors revenues would be directly tied to the success of the system
- No setup fees
- No subscription fees
- No contract
- No technical support fees
- Fees accrued when customers book online, not on walk up tickets
- A large provider of online ticket sales services

FISCAL IMPACT: **Estimated at $10,000-amount will vary depending on QMT Tickets sold online**

DEPARTMENT LINE ITEM ACCOUNT: **59-40-43110**

BALANCE IN LINE ITEM IF APPROVED: **$9,133.13**

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

ACCEPTANCE OF OFFER
NOTICE OF AWARD

The Offer is hereby accepted by the City of Bisbee. This document shall also constitute notice of award of this Contract to the Contractor.

The Contractor is now bound to sell the materials or services identified in this Notice of Solicitation, subject to all terms, conditions, specifications, amendments, and other associated documents and the Offer.

This Contract shall henceforth be referred to as Contract Queen Mine Tour online ticket sales. The Contractor has been cautioned not to commence any billable work or to provide any materials or services under this Contract until the Contractor receives a formal notice to proceed from the City of Bisbee.

City of Bisbee

By _____ Date: _____

Its: _____

Professional Services Agreement
Online Ticket Sales

THIS AGREEMENT is made and entered into this _____ day of _____, 2020 by and between the CITY OF BISBEE, hereinafter referred to as the "City", and FareHarbor B.V. hereinafter referred to as the "Contractor".

I. SCOPE OF SERVICES

Subject to the terms and conditions set forth in this agreement, Contractor shall provide ambulance billing services more specifically described in Exhibit "A" Scope of Services.

II. COMPENSATION AND METHOD OF PAYMENT

In consideration for the performance of the services described in Attachment "A" a 6% convenience fee will be applied to the customers subtotal upon checkout. No fee will be charged to the City if a customer books a tour in person.

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

Contractor: FareHarbor B.V.
1515 Cleveland PL Suite 400
Denver, CO 80203
Adrianna Pulford

City: City of Bisbee
Doug Graeme
Queen Mine Tour Manager
478 N. Dart Road
Bisbee, AZ 85603
520-432-2071
dgraeme@bisbeeaz.gocv

III. DURATION AND RENEWAL

This Contract shall remain in effect for a period of one year from the date of approval, and may be renewed for additional one year terms upon the mutual agreement of the parties.

IV. TERMINATION

A. The City may cancel this Agreement without penalty or further obligation pursuant to A.R.S. § 38-511 if any person significantly involved in initiating, negotiating, securing, drafting or creating the Agreement on behalf of the City is or becomes, at any time while the Agreement or any extension of the Agreement is in effect any employee of, or Consultant to any other party to this Agreement with respect to the subject matter of the Agreement. Such cancellation shall be effective when written notice from the City is received by the parties to this Agreement, unless the notice specifies a later time.

B. This Agreement may also be terminated at any time by mutual written consent.

C. The City reserves the right to cancel the whole or any part of this Agreement due to failure of the Contractor to carry out any term, promise or condition of the Agreement. The City will issue a written ten (10) day notice of default to the Contractor for acting or failing to act any of the following, in the opinion of the City:

1. Contractor provides personnel who do not meet the requirements of the Agreement;

2. Contractor fails to adequately perform the stipulations, conditions, or services/specifications required in the Agreement;

3. Contractor attempts to impose on the City personnel, materials, products, or workmanship that is not of an acceptable quality;

4. Contractor fails to furnish the required service and/or product within the time stipulated in the Agreement;

5. Contractor fails to make progress in the performance of the requirements of the Agreement and/or gives the City a positive indication that contractor will not or cannot perform to the requirements of the Agreement.

V. <u>ENFORCEMENT, LAWS AND ORDINANCES</u>

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

VI. <u>INDEPENDENT CONTRACTOR</u>

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

The Contractor is advised that taxes or social security payments shall not be withheld from a City payment issued hereunder and that Contractor should make arrangements to directly pay such expenses, if any.

VII. <u>MODIFICATIONS</u>

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

VIII. <u>WAIVER</u>

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

IX. <u>INDEMNIFICATION</u>

To the fullest extent permitted by law, Contractor agrees to indemnify, and hold harmless the City of Bisbee, a body politic and corporate of the State of Arizona, its board members, officers, employees, agents and other officials from all claims, damages, losses, and expenses, including but not limited to attorney's fees, reasonable court costs, or other alternative dispute resolution costs arising out of, resulting from, or otherwise but for the performance or furnishing of work or services under this Agreement , provided that any such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, death, or personal injury, or property damage, including the loss of use or diminution in value resulting there from; but only to the extent caused in whole or in part by the actual or alleged negligent acts, errors, or omissions of Contractor, or anyone for whose acts Contractor may be liable. The City of Bisbee reserves the right, but not

the obligation, to participate in defense without relieving Contractor of any obligation hereunder.

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

X. INSURANCE

Contractor must maintain its own insurance.

XI. LEGAL ARIZONA WORKERS ACT COMPLIANCE

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

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

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

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

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

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

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

CONTRACTOR:

Farel Harbor B.V. Date

APPROVED BY:

David Smith, Mayor Date

ATTEST:

Ashlee Coronado, City Clerk Date

APPROVED AS TO FORM:

James Ledbetter, City Attorney Date

Exhibit "A" Scope of Services and Fees

Integrate a web base online ticket sales system to the Queen Mine Tours website. This system will need to include the following features.

- **24/7 support and training of Queen mine staff on system**
- **The system will need to be mobile compatible**
- **Have the ability for customer to digitally liability waivers**
- **Have automated reminders and follow up for the customers**
- **Ability to add gift shop promotions to ticket checkout.**
- **Ability for customers to have digital tickets**
- **Customable reporting on sales**
- **Allow on-site ticket sales**
- **Ability to block ticket sales on certain tour times or days**

FareHarbor

FareHarbor Company Overview

Company Name

FareHarbor B.V.
https://fareharbor.com

US Headquarters

1515 Cleveland Pl Suite 400
Denver, CO 80203
USA

Presented By:

Adrianna Pulford - Account Executive

About FareHarbor

FareHarbor was founded by Lawrence and Zachary Hester in January 2013, when they discovered the challenges of booking activities online while living in Hawaii. After working in the business for 2 years they assembled a team and together they set out to create the largest booking management system worldwide for attractions and activity providers to better serve their customers while increasing online revenue. Today, FareHarbor has joined the Booking Holding family and supports more than 11,000 clients around the world from its offices in Hawaii, San Francisco, Denver, Minneapolis, Boston, Amsterdam and Sydney.

FareHarbor Employees

Since 2013 FareHarbor has grown from a team of 5 to 500+ spread across 7 offices.

Physical location Of Development resources

FareHarbor utilizes Amazon Web Services (AWS). Amazon Web Services provides a highly reliable, scalable infrastructure platform in the cloud that powers hundreds of thousands of businesses in 190 countries around the world.

More info available on AWS is available by visiting: https://aws.amazon.com/whitepapers/overview-of-amazon-web-services/

Overview of Key Services & Functionality

- 24/7 U.S. Based Tech Support
- Extensive marketing apparatus and team, ranging from SEO consultants, Google Analytics, web design and online conversion experts.
- Full scale, back office management platform
- Onboarding, implementation, and website creation and/or integration by the FareHarbor team.
- Trainings for all staff, daily users, and key affiliate partners.
- Discreet FareHarbor branding allows us to function as a virtually white-label partner.
- Robust Affiliate platform to connect third-parties, concierges and partner activity operators
- API connectivity with Booking.com, Viator, Expedia, Veltra, GetYourGuide and more, for automated bookings.
- Regular consultations from the Customer Strategy & Channel Development teams.
- Mobile compatibility, check-in, and mobile ticket scanning.
- Layered Reporting & Invoicing.
- Automated and customizable Emails.
- Customizable Daily Manifests.
- Crew Scheduling & Notifications.
- Multiple levels of user access & permissions for staff.
- BOCA tickets, ticket scanning and receipt printing.

Partnership Overview

Beyond software, we offer a **true partnership.** As a FareHarbor client, you will receive the industry's most intuitive and modern booking platform, plus a host of support and services that provide for year-over-year growth. You'll have an entire team dedicated to your account, who will:

- Monitor and analyze your website's performance via Google Analytics data,
- Track and optimize your website's conversion rate,
- Find and analyze areas of improvement, and
- Implement solutions and monitor success to ensure growth.

With FareHarbor, you'll have the advantage of years of data from thousands of businesses in your industry, plus a team of 500+ supporting your business with frequent and constant product updates, feature releases and unlimited support and trainings.

Proposal Summary

We have addressed Queen Mine Tours' expressed Scope of Work requirements below.

- Integrate a web base online ticket sales system to the Queen Mine Tours website.
  - ✓ FareHarbor's integration team will integrate FareHarbor's web-based online ticket sales system onto Queen Mine Tours' website.
- 24/7 support and training of Queen mine staff on system.
  - ✓ FareHarbor provides 24/7 U.S Based Customer support (based out of Denver), where we can be reached by phone or email, to help answer any questions and make changes to your dashboard on the fly. Response from our team is instant.
  - ✓ FareHarbor will also provide unlimited training to Queen Mine staff. Trainings can be arranged for all staff, daily users, and key affiliate partners. All trainings can be recorded and accessed when needed. Also included are unlimited live re-trainings and trainings for new staff.
  - ✓ FareHarbor also includes a continuously updated Help Center which includes articles, pictures, and videos to help clients find answers.
- The system will need to be mobile compatible.
  - ✓ FareHarbor's system is mobile compatible, both for online customers and for daily backend users, like staff.
  - ✓ FareHarbor also has both iOS and Android applications to make access for users even easier on mobile devices and tablets.
- Have the ability for customer to digitally liability waivers.
  - ✓ For operators that require digital waivers, FareHarbor integrates with third-party waiver providers.
  - ✓ To learn more about FareHarbor's approach to waivers, please refer to the section at the very end of this packet, titled FareHarbor's Approach to Waivers.
- Have automated reminders and follow up for the customers.
  - ✓ FareHarbor provides automated and customizable confirmation, reminder, and follow up emails. For reminder and follow up emails, you can choose how soon before or after the tour these go out. FareHarbor also offers automated reminder text messages for when the customer opts into text notifications during the checkout process.
- Ability to add gift shop promotions to ticket checkout.
  - ✓ Gift shop add-ons or upsells are easy to add to the FareHarbor checkout process and provide an increased revenue opportunity for Queen Mine Tours.
  - ✓ For more details and screenshots, please refer to the sections Online Booking Platform (Customer User Experience), Back Office Management Platform: Part 1, and Back Office Management Platform: Part 2.
  - ✓ FareHarbor also enables users to add promotional discounts to the checkout process. Promotional discounts can be applied either per person or for the whole reservation.
- Ability for customers to have digital tickets.
  - ✓ FareHarbor currently offers mobile ticketing via QR codes. Customers receive a QR code for their tickets at the time of reservation. Reminder emails also include QR codes.
  - ✓ Customers can pull up their tickets on their mobile phones (or print them in advance) and Queen Mine staff can leverage the FareHarbor app for mobile ticket scanning, allowing a quicker check-in process.

- ✓ For more details and screenshots, please refer to the section Back Office Management Platform: Part 3.

- Customizable reporting on sales.
  - ✓ FareHarbor boasts the best reporting function in the industry. Users have the ability to generate reports based on any date range and dozens of data points. Reports can be saved for convenient use at any time, exported to CSV files, or shared via a generated link. Reports can be run in over 10,000 different ways. Additionally, FareHarbor has a Business Intelligence team who will attempt to create any report not readily available within the system.
- Allow on-site ticket sales.
  - ✓ FareHarbor includes an electronic POS system specifically designed for your tours. Easily take phone or walk up bookings through a FareHarbor backend management system custom designed for Queen Mine.
  - ✓ For more details and screenshots, please refer to the section Back Office Management Platform: Part 2.
- Ability to block ticket sales on certain tour times or days.
  - ✓ With FareHarbor, you can easily adjust whether a tour is bookable online, listed online but is not bookable, completely hidden (only visible to staff on the backend), or deleted entirely. You can make these edits to individual tours or use the mass update functionality to adjust multiple tours across time slots, days, and other varied specifications.

For added convenience, we have included additional information/details below that may or may not have been addressed in the sheet listed above.

1. **Implementation Plan:** FareHarbor will design, manage and execute the implementation strategy.
2. **Support:** FareHarbor will provide unlimited training and technical support.
3. **Account Management:** FareHarbor will provide a dedicated account manager, responsible for the following:
   a. Conversion optimization
   b. Full SEO audit on your website
   c. Custom website building & SSL hosting
   d. SEO monitoring
4. **Website:** FareHarbor will build and host a new website if both parties decide it would provide an increase in online sales.
5. **Reservation System:** FareHarbor will provide you with a fully customizable online and back-office booking solution.
   a. Back Office: Allow your team to manage bookings within FareHarbor. Streamline reservations. Create custom reports for financial and operational data.
   b. Channel Management: If you so choose, sell tickets through third party websites and resellers in real time. Manage the bookings, invoices and commission directly from FareHarbor.

Implementation Plan

Phase One: Information Gathering

We will have a discovery call to go over the following and determine the best set-up:

- Tour & Ticket types and descriptions
- Schedules and durations
- Capacities
- Pricing
- Add-ons & custom fields
- Policies and confirmation & reminder email content
- Third party partnerships and pricing/invoice relationships

Phase Two: Dashboard Set-up

FareHarbor's onboarding & training team will set up your dashboard based on the information gathered.

Phase Three: Dashboard Review and Training

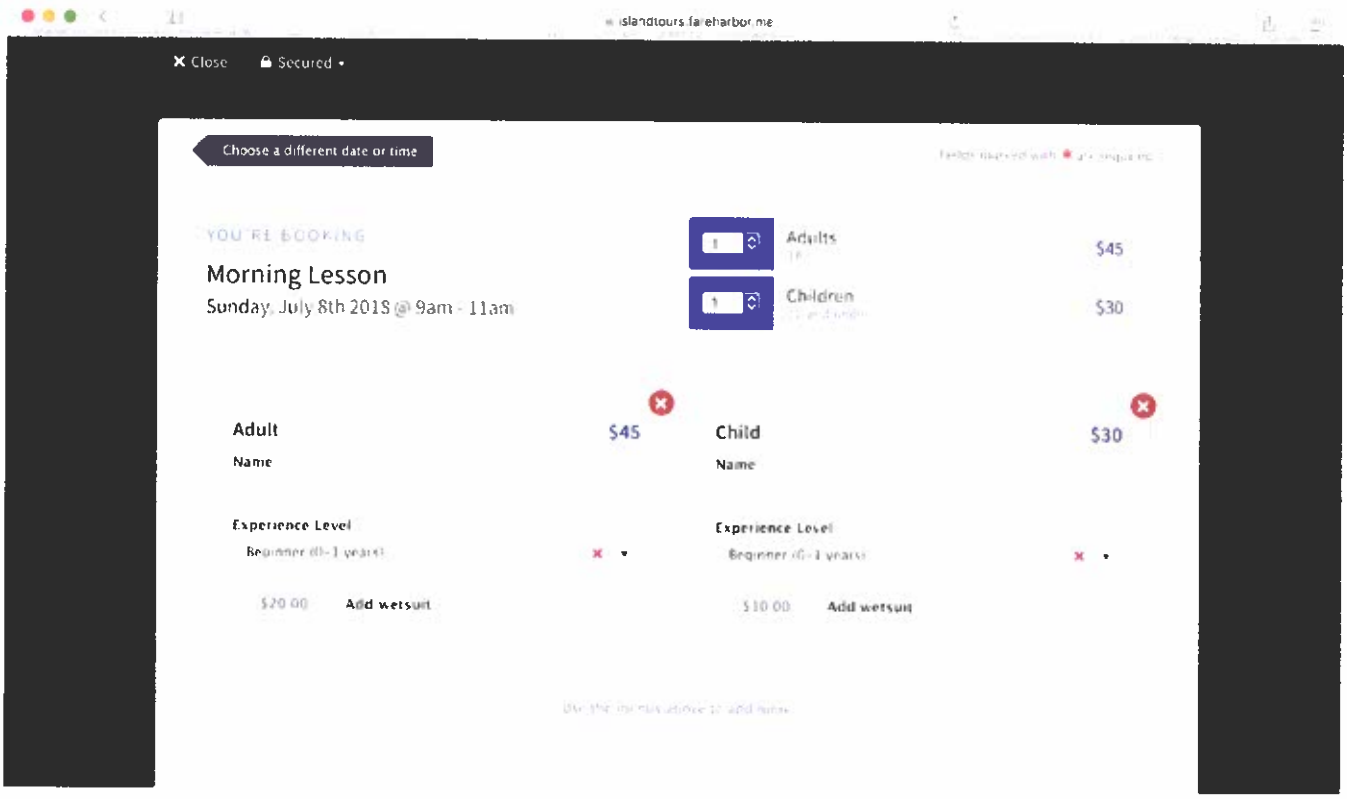
FareHarbor will train staff on how to use FareHarbor, ensuring every member of your staff is trained and feels comfortable using the FareHarbor system. If necessary, FareHarbor will work with management to put together a training schedule that can be divided into department specific trainings.

Phase Four: Implementation & Go Live

- FareHarbor's integration team will integrate FareHarbor onto your website.

Always On-Site

Throughout the entire checkout process, the customer will never leave your URL. Our branding focus is on our customers, not FareHarbor. Staying on-site will also increase conversions by maintaining the customer's trust.



SEO and Google Analytics Tracking

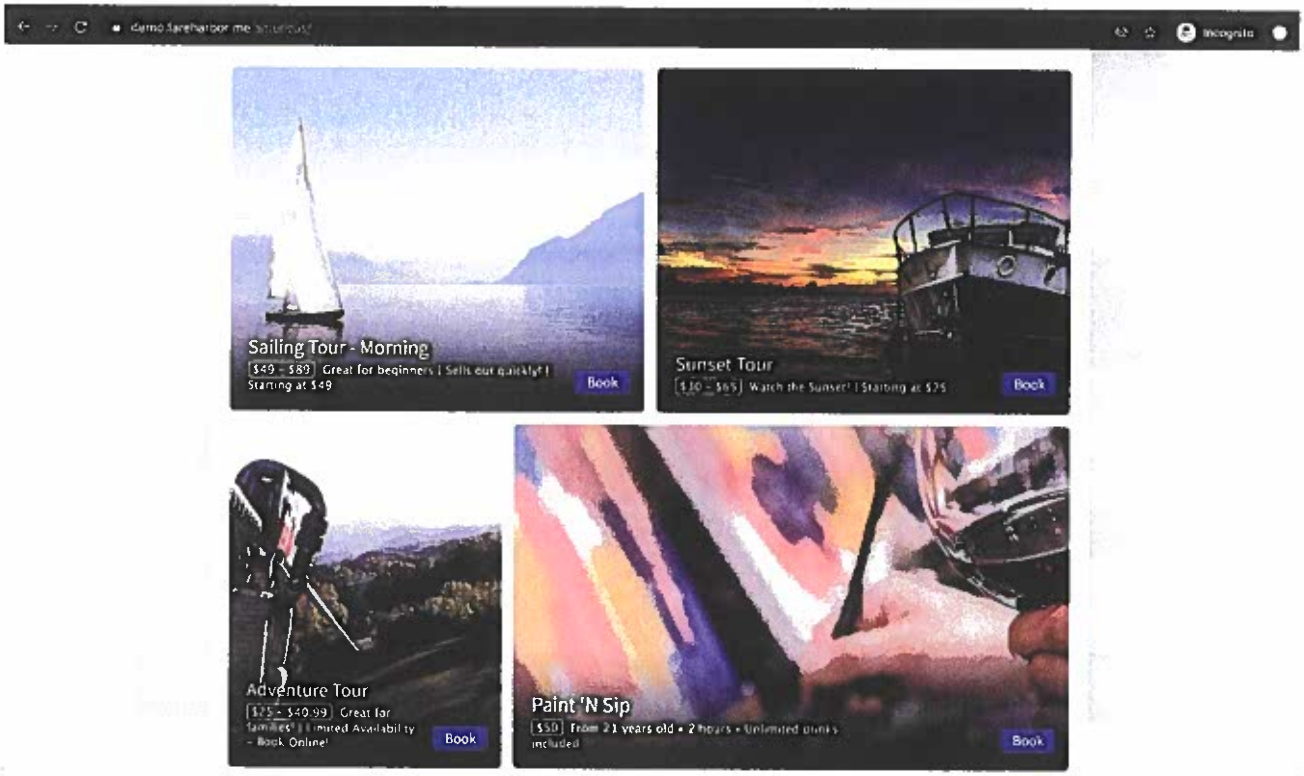
As industry leaders in online conversions, we have one goal: get our clients more online bookings. Our Google Analytics team monitors and tracks your conversion data, and also consults and advises on Search Engine Optimization (SEO) strategies. We would be providing a full data analytics service to your company, allowing us to hone in on where bookings are coming from, where you're losing people on your site, and how to maximize the number of people making it through the checkout process.

Online Booking Platform (Customer User Experience)

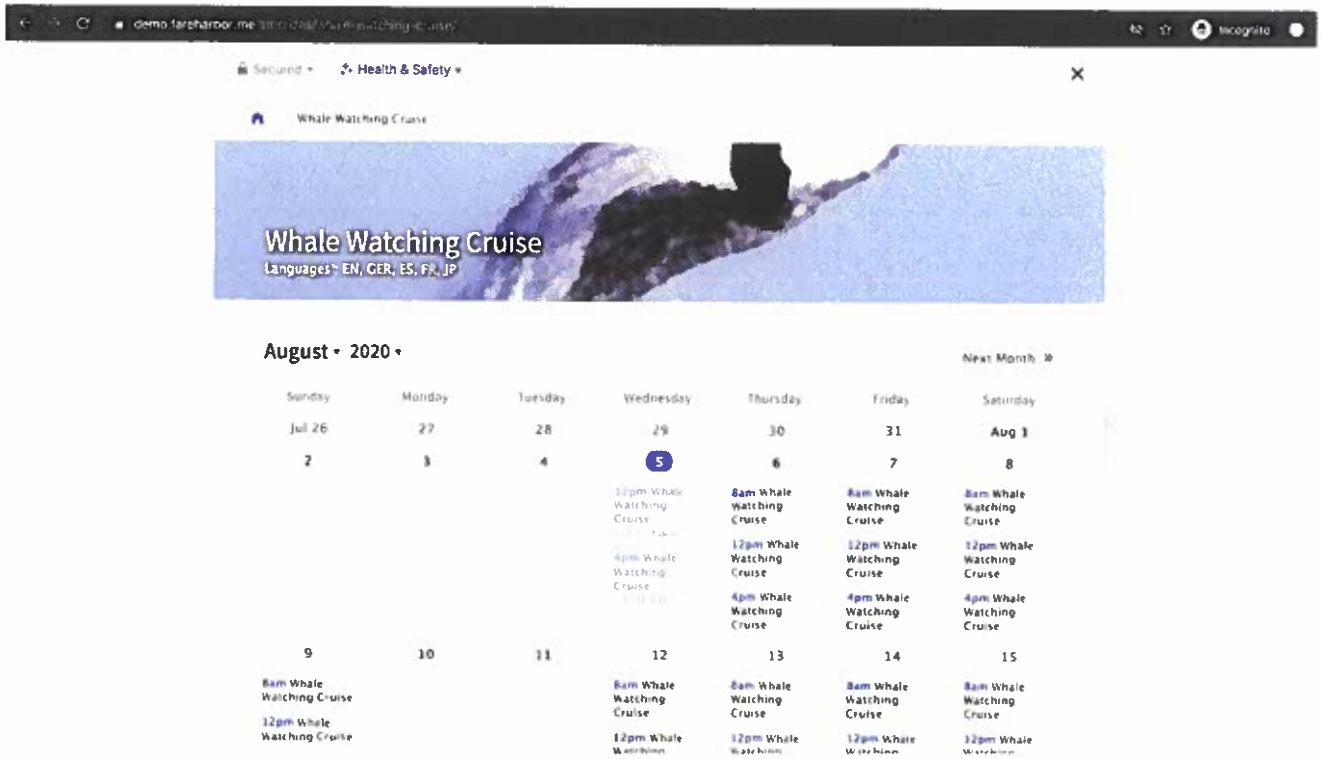
FareHarbor provides an easy and secure platform for customers booking online with a variety of integration styles and booking tools to achieve the best user experience possible per customer.

Calendar & View examples

Browsing by activity: Grid view



Browsing by date: Large calendar view



Book Forms, Checkout & Custom Fields examples

Customer type selection

Secured ▾ Health & Safety ▾ ×

Choose a different date or time

Fields marked with * are required

You're Booking

Adventure Tour
Saturday, August 8th 2020 @ 4pm - 5pm

6204 Reviewers
#11 of 56 Outdoor Activities in Page
TripAdvisor Traveler Rating
According to TripAdvisor travelers as of July 2020

2 ▾	Adults Ages 21+ | Valid ID Required	$40.99
0 ▾	Children Under 12 years old	$25

Book form custom fields, per selection

Adult $45

Name

Experience Level
Beginner (0-1 years) ×

$20.00 **Add wetsuit**

Child $30

Name

Experience Level
Beginner (0-1 years) ×

$10.00 **Add wetsuit**

Adult $90

"SuperSize" your tour with a SuperZip®!
Choose an option

$40 **Check this box to add a Go Pro Rental!**

Capture your zipline experience with one of our Go Pro 5 HD cameras. Rental includes a camera, helmet mount, and 32G micro SD card for you to keep! *($40.00 plus local sales tax)*

Do you have gift certificate?

Adult $90

"SuperSize" your tour with a SuperZip®!
Choose an option
$20.00 - 1x/pp on the SuperZip®
$35.00 - 2x/pp on the SuperZip®
$45.00 - 3x/pp on the SuperZip®

Go Pro 5 HD cameras. Rental includes a camera, helmet mount, and 32G micro SD card for you to keep! *($40.00 plus local sales tax)*

Do you have gift certificate?

Book form custom fields, per whole booking

Additional Information

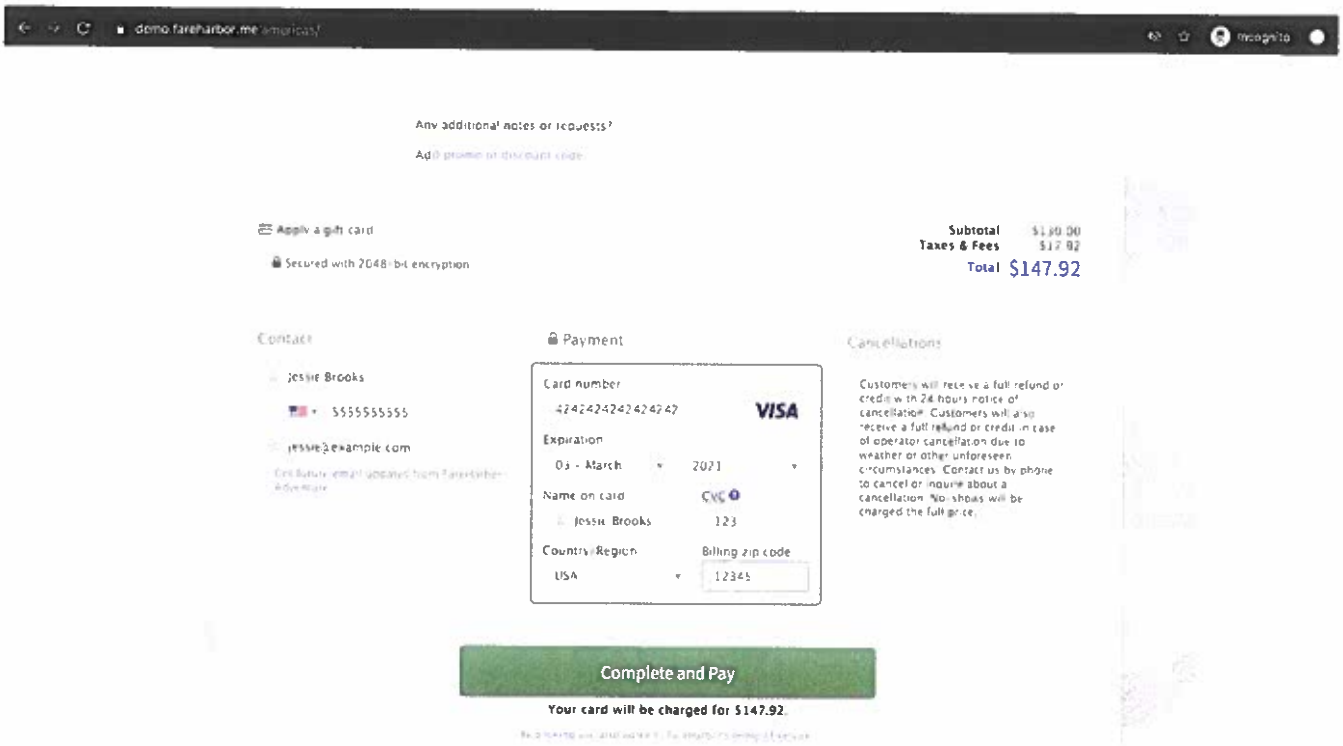
How did you hear about us?

Choose an option

Would you like to add a donation?

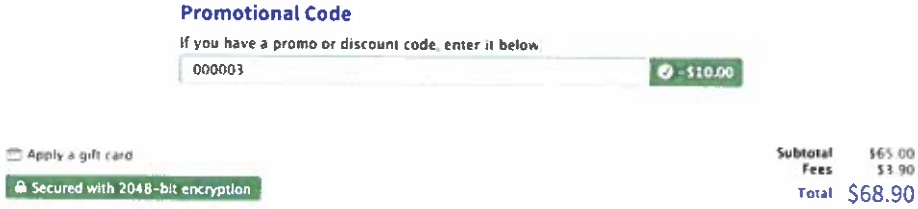
Choose an option

Customer Checkout & Payment



Customer (or Ticket) Level Promotional Code Entry

Booking Level Promotional Code Entry



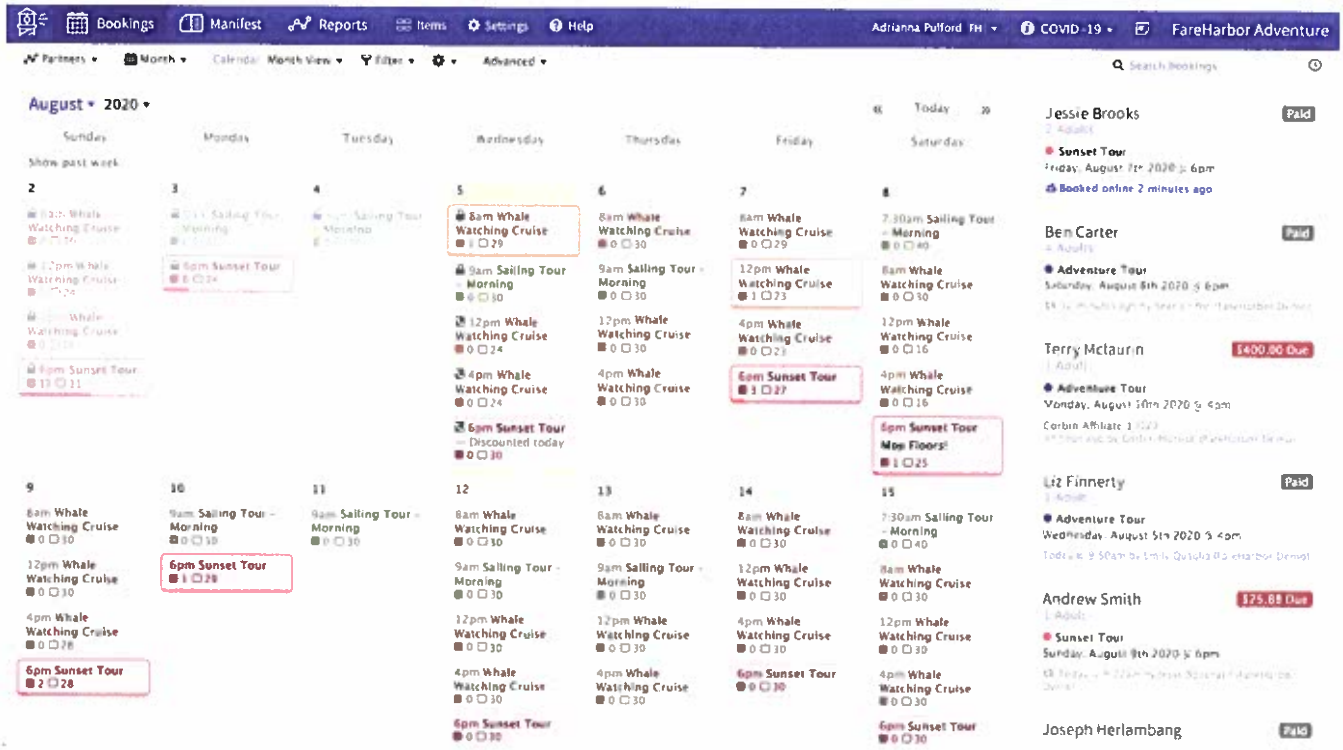
Back Office Management Platform: Part 1

FareHarbor was created based on the first hand experience of its founders, Zachary & Lawrence Hester, who ran operations and reservations for North Shore Catamaran on the island of Oahu in Hawaii. As per this background, FareHarbor gives businesses and their employees a management platform and user experience designed for ease of use, adjustable functionality, and all around efficiency.

Calendars, Views & Availability

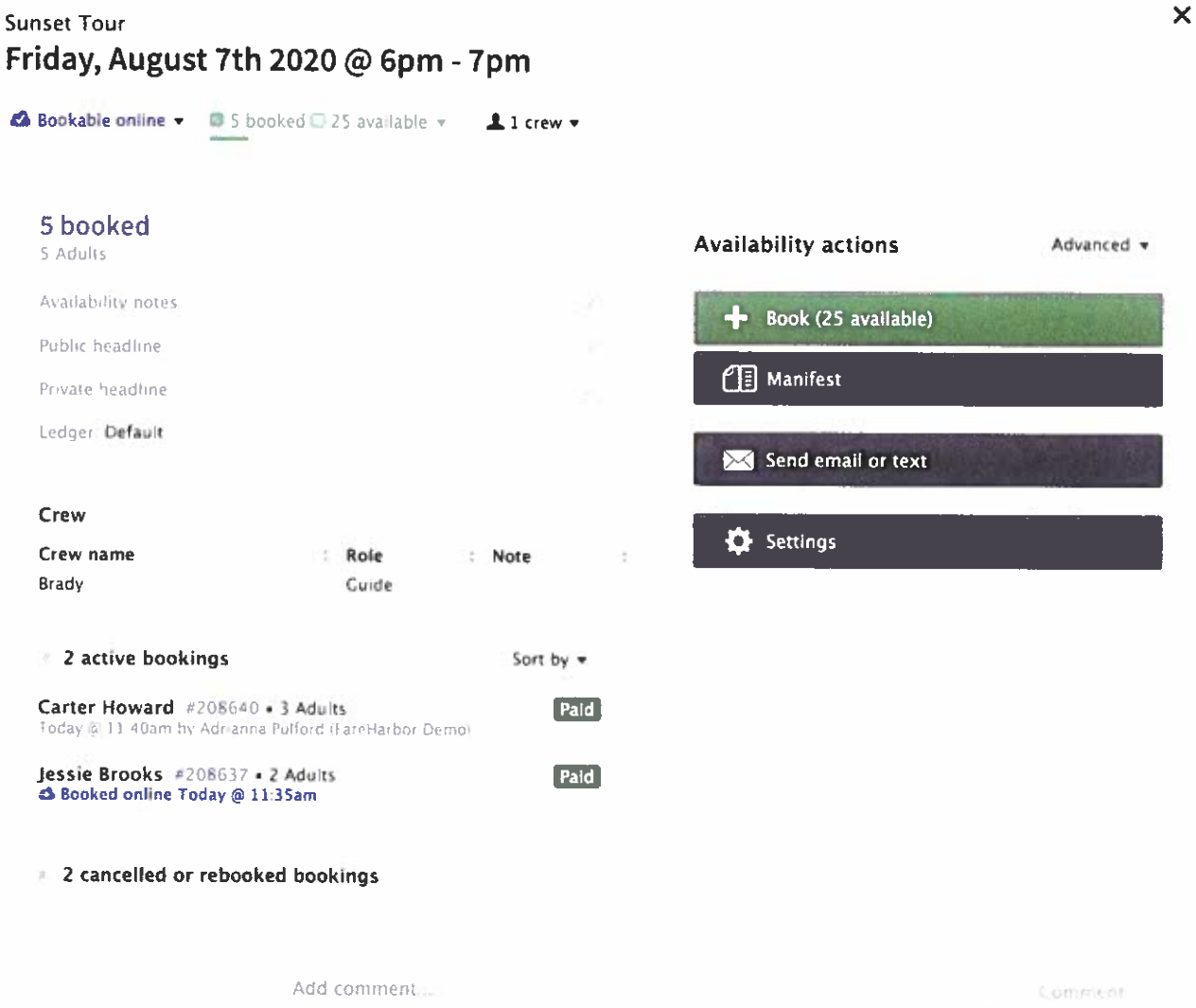
Monthly Calendar View with Customer Bookings Sidebar

This view is displaying online, third-party, and staff bookings using a monthly breakdown. The recent tab allows you to see bookings as they come in, as well as track exactly where the booking was made, or which staff member booked on the backend.



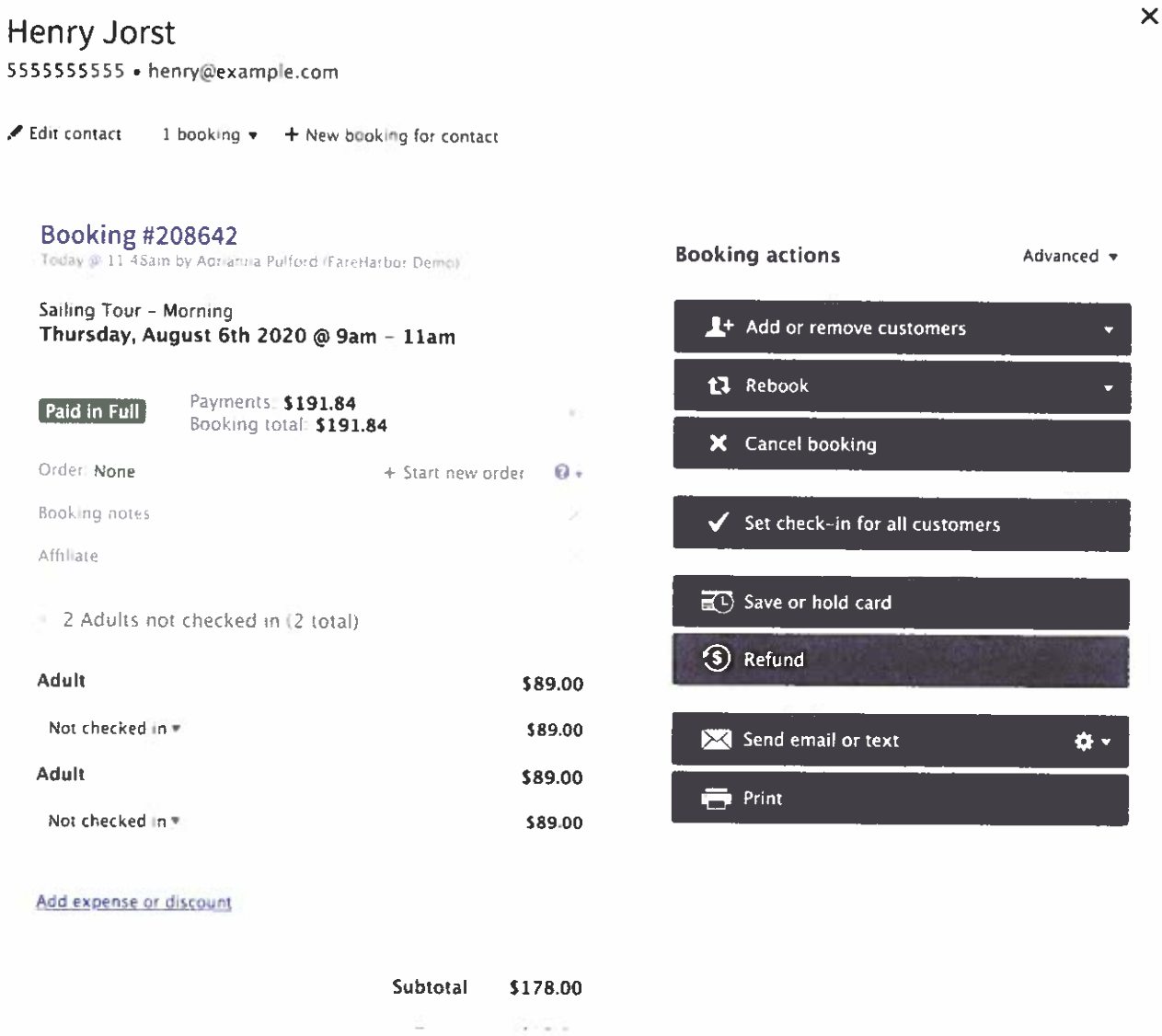
Actions and Settings Page

The Actions and Setting page provides a snapshot of the availability. It allows a user to email or text guests and make edits to an availability (i.e. crew, capacity, etc.) without disrupting the entire series for that day, week, month, or year.



Customer Info Page display

Each customer will have a dedicated page that will store their booking notes and payment info PCI compliant. This page will also allow staff to make edits, updates, refunds and apply monetary add-ons to a customer's reservation(s).

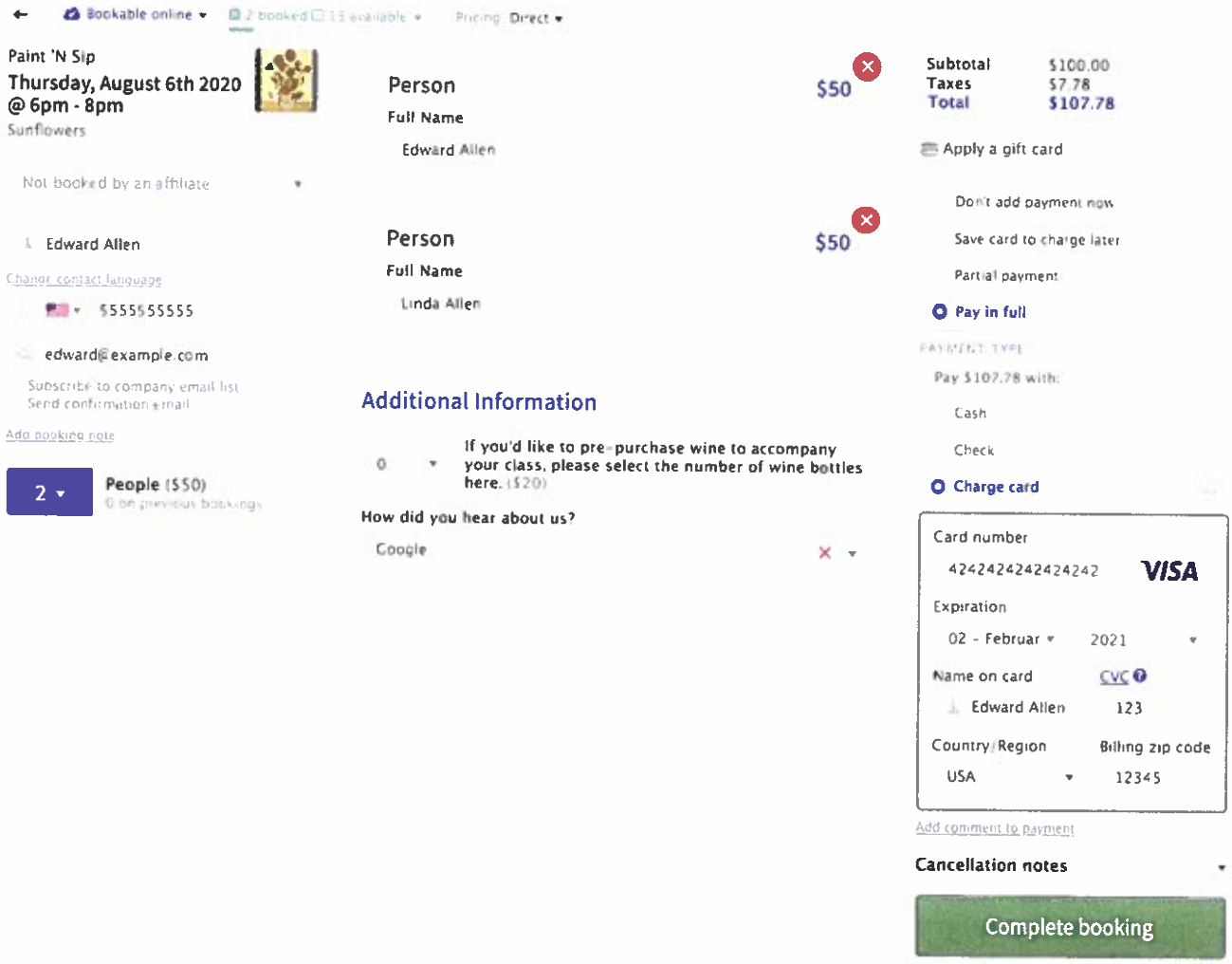


Back Office Management Platform: Part 2

Creating Reservations, Refunds & Rebookings

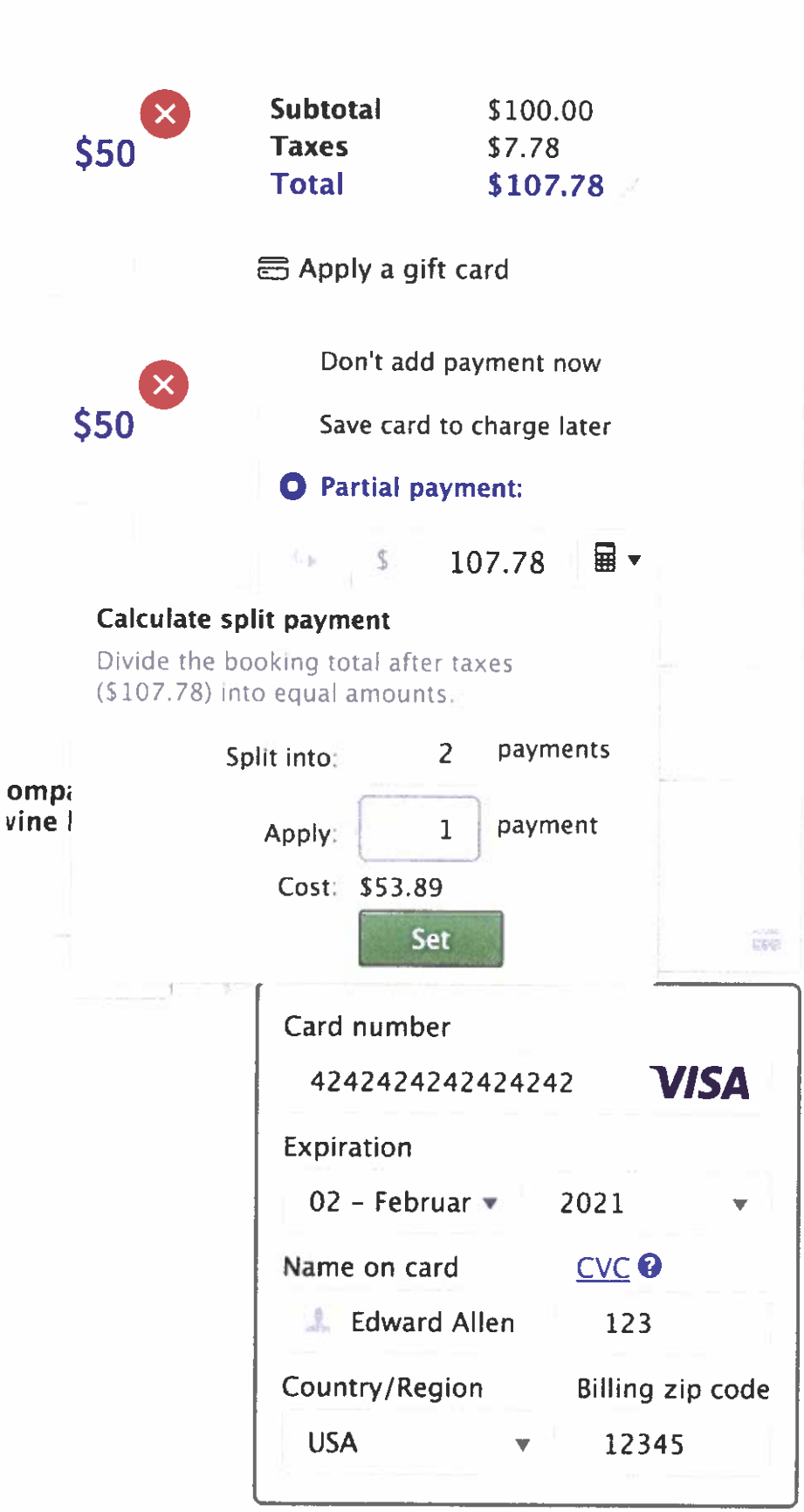
Creating a new reservation (internally)

FareHarbor's onsite POS allows staff to create reservations internally. The POS uses a horizontal workflow to take customer information first, then fill in custom fields (e.g. promo codes, target questions, info gathering, etc) and conclude by selecting the payment type (e.g. credit card, cash, check, etc). Staff can add customers to a tour, process payment, and collect customer information for email lists. Credit cards can be swiped via USB card swipers and FareHarbor fully supports receipt and BOCA ticket printing.



Split Payments

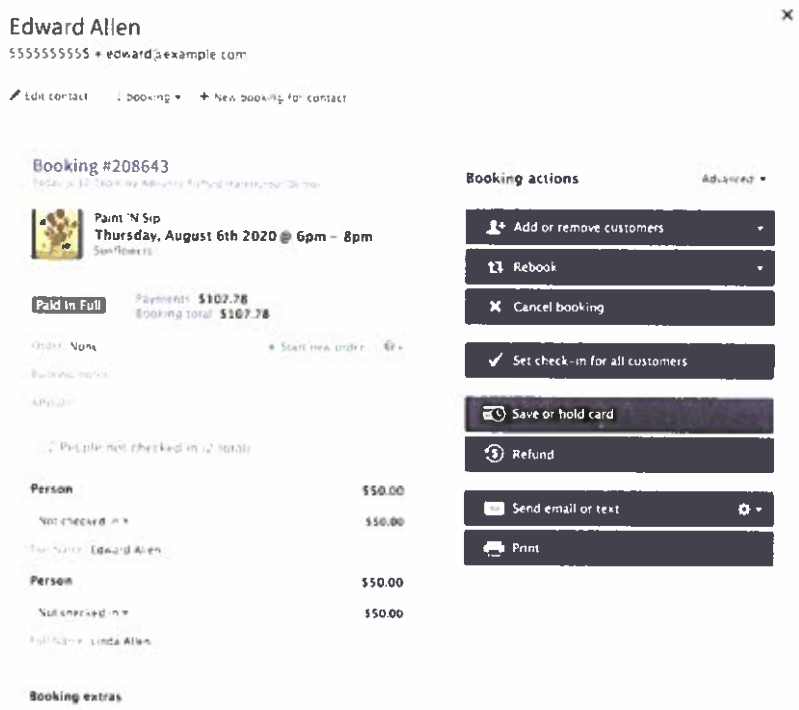
FareHarbor provides staff with calculators for cash tender and change, and to help split bills.



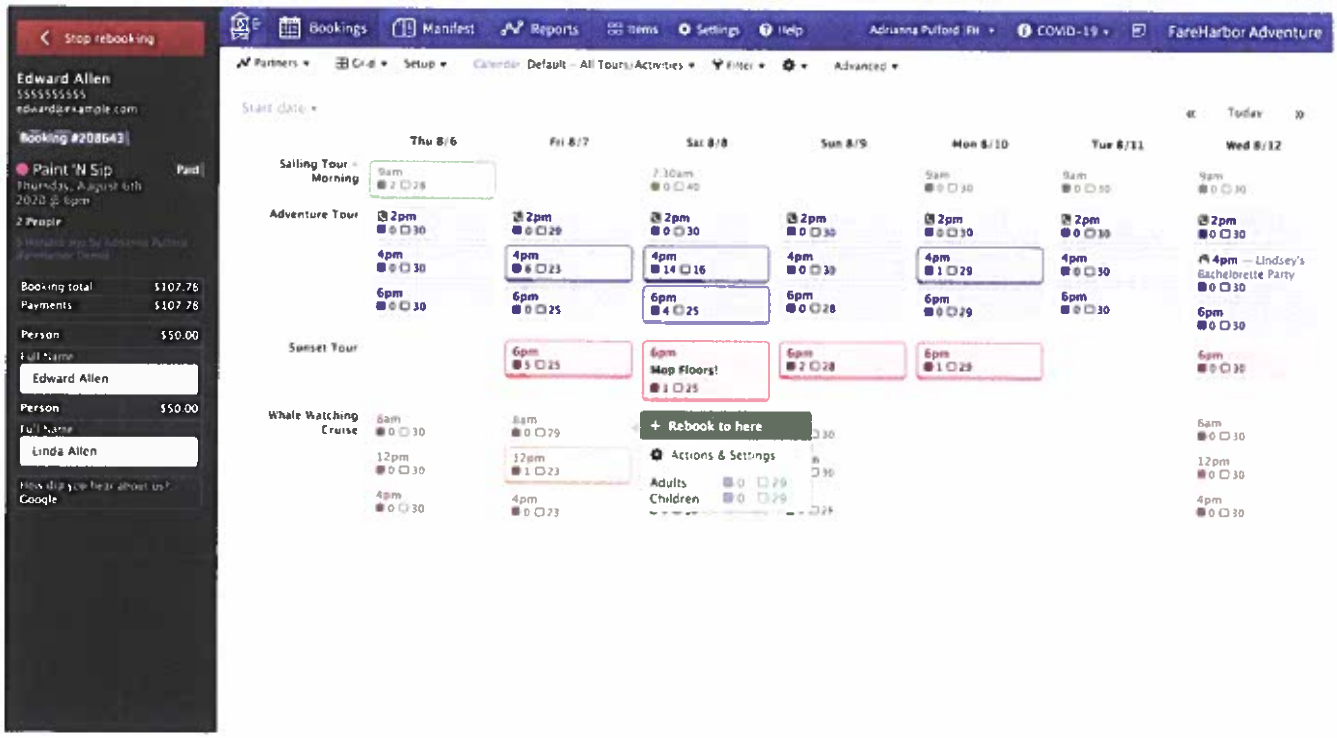
Process for Rebooking a customer

Rebooking a customer takes 2 clicks and all payment and other information collected will travel with the booking. An audit trail is also created to see which user rebooked a guest and if there were any modifications made to the booking. At the time of rebooking, or from the customer receipt page, a rebooking email can be sent with new trip details.

Step 1: Click Rebook

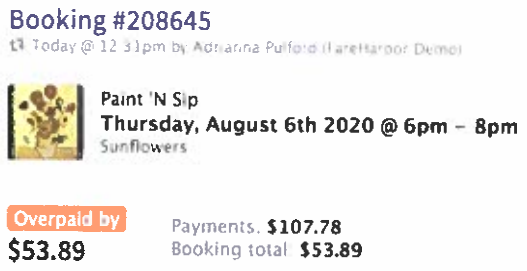


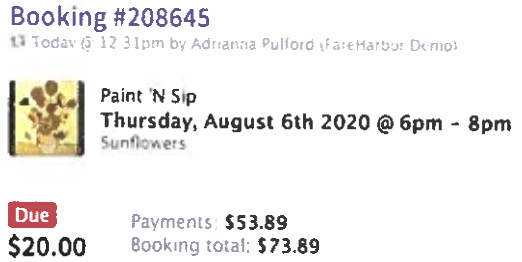
Step 2: Choose a New Time



Group Sales Functions (including multiple payments, over/underpayment)

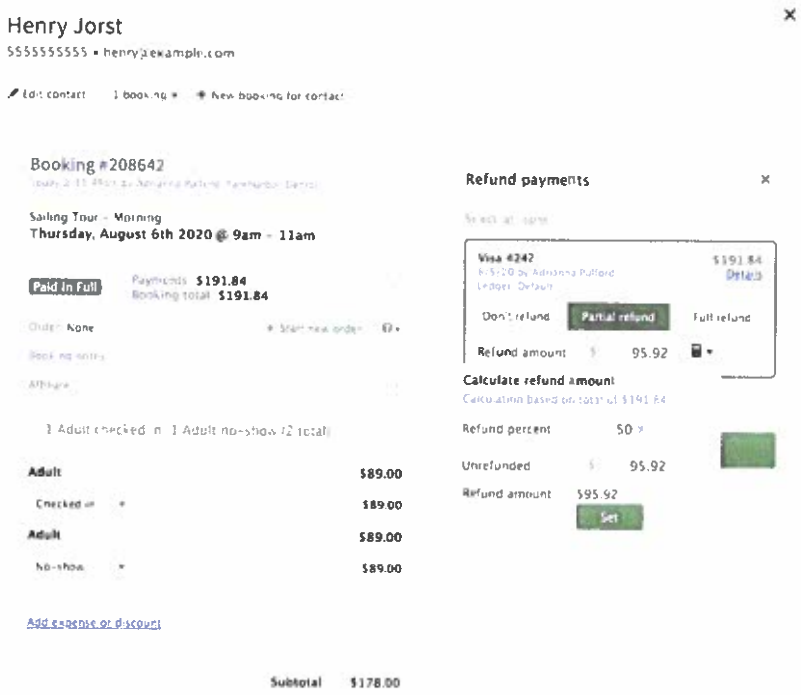
An unlimited number of payment types can be created and included in reports on FareHarbor. FareHarbor also actively tracks payments against booking totals. Amount paid and due or overpaid will always live reflect payments applied to a booking.





Process for issuing refunds

Issuing refunds is an action covered by FareHarbor's permission structure. If an employee has the ability to issue a refun the process involves locating the booking using search tools or by visiting a tour manifest, choosing "Refund," indicating which charge should be refunded, determining how much should be refunded (a partial or full amount—in the case of overpayment, we will default to the amount overpaid), indicating that an email should be sent notifying the party of a refund, and refunding the selected payments. Refunds are included in a booking's audit log



Back Office Management Platform: Part 3

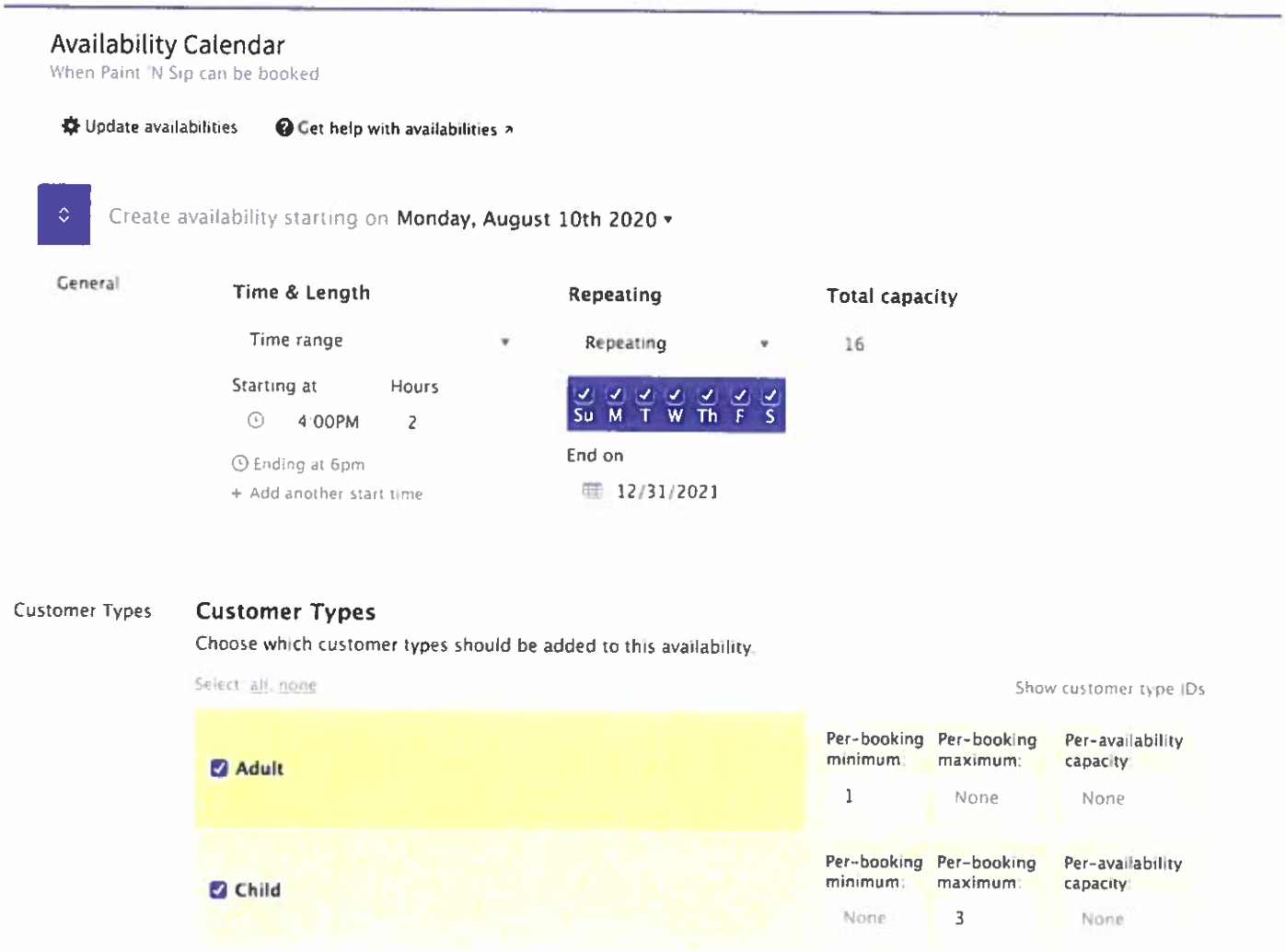
Access Control & Ticketing

Ticket Printing and Scanning

FareHarbor supports BOCA ticket printing and mobile ticket scanning. Printing specifications can be modified to match current ticket design, including QR code, logo, and additional information.

Capacity Management

Capacity can be managed per tour type, per day, per time, and per customer type. Capacity is defined for a set of tours during setup, but can be modified at any point thereafter for an individual tour or a specific range based on tour start time, days of week, or current capacity.



Mobile Ticketing

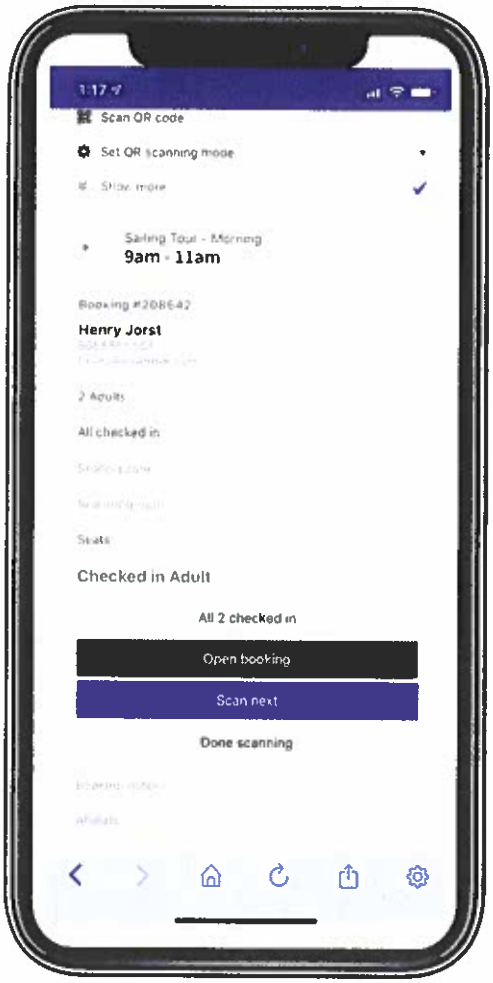
FareHarbor currently offers mobile ticketing via QR codes. Customers receive a QR code for their tickets at the time of reservation. Reminder emails also include QR codes. QR codes are issued per ticketed customer.

Check-in & Ticket Scanning

Current users of FareHarbor use a single scan to kill a ticket. After a ticket is scanned, it is marked as checked in on the manifest and on the mobile scanner. If a scanner operator scans a ticket that has been previously scanned, they receive a notification that a ticket has already been used. Ticket scanning rules can be applied to limit ticket scanning to a specified time period before an activity start time.

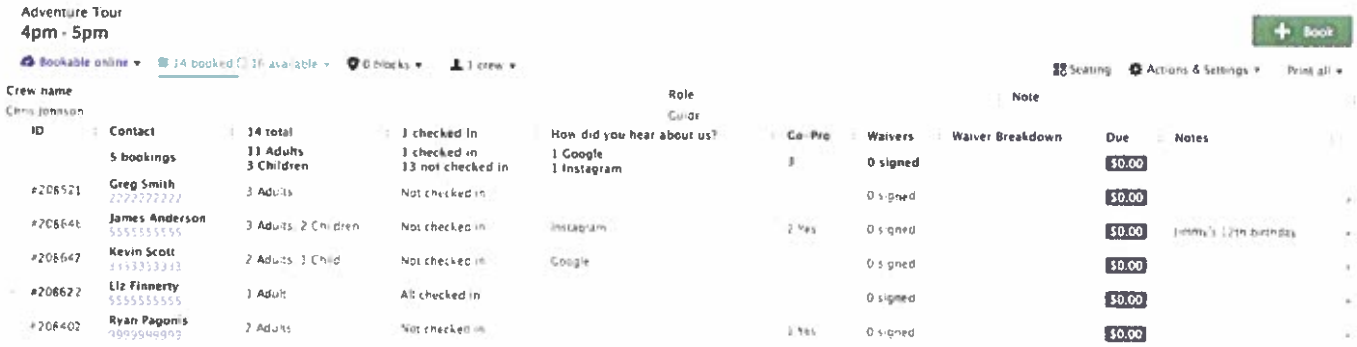
Check-in status language can be edited based on the operation. The ticket once scanned can automatically change their status to "redeemed" if that makes more sense for reporting and operational processes.

[Left image: mobile ticket scanning, right image: mobile ticket check-in, bottom image: customers' mobile ticket]



Guest Manifests

The guest manifest view is customizable via field selection. Additionally, the manifest totals the number of guests, number of checked in guests, revenue per ticket type, and other fields collected during the booking process.



Partnerships

Because FareHarbor started in Hawaii, the land of resellers and affiliates, we have been able to handle complex affiliate and partnership set-ups from the very beginning. Should you choose to allow other businesses or online resellers to sell tickets to Queen Mine Tours, FareHarbor can make it easy for you to track how many tickets each partner has sold, as well as the commission breakdowns. We can even build affiliate dashboards for anyone you work with, allowing them to book directly into your live availability, without allowing them to see any sensitive information, like company reporting.

Pricing Structure

Credit Card Processing

Because FareHarbor is the largest online reservation platform in the world, working with over 11,000 clients, we are able to bundle all of our partner transactions together and qualify for an industry low credit card rate with our merchant service provider, Stripe. This credit card processing rate of 1.9% + .30 per transaction is the same rate across the board, even for cards that typically require a higher fee, such as American Express, Discover, foreign cards or high rewards cards. If, for any reason, you have a lower credit card processing rate, FareHarbor will consider matching the rate after reviewing your last three months of credit card statements.

FareHarbor's Pricing

As a true partner, FareHarbor is invested in your success. We are here to help you grow your business and our pricing model incentivizes us to do so. FareHarbor only makes money when customers book directly on your website, where a small online convenience fee of 6% is applied on top of your subtotal. This fee is passed on directly to the customer, so you are never writing FareHarbor a check. You also never sign a contract, don't pay a monthly fee and won't incur any cost to get set up. Additionally, FareHarbor does not charge a fee when someone walks up, calls in, or books through any sort of affiliate. We structure our pricing so that we only make money when we earn you business online.

Summary

The biggest difference between FareHarbor and other booking platforms is that we view this relationship as a partnership. We want to help make you more successful, and if you're more successful, we will be as well. We have a team of experts in Denver who track your analytics, digging into what works and why, as well as where your business is coming from. Many other booking platforms either don't offer this service or charge additional fees for it, but FareHarbor is dedicated to growing every account.

Aside from analytics, I know we can create a checkout process that makes sense for your customers, is easy to use, and gathers all of the information you need. On the backend, creating bookings and checking people in is a few simple steps, and our team is more than happy to do one-on-one trainings with anyone who needs it. We're excited about the opportunity to partner with Queen Mine Tours!

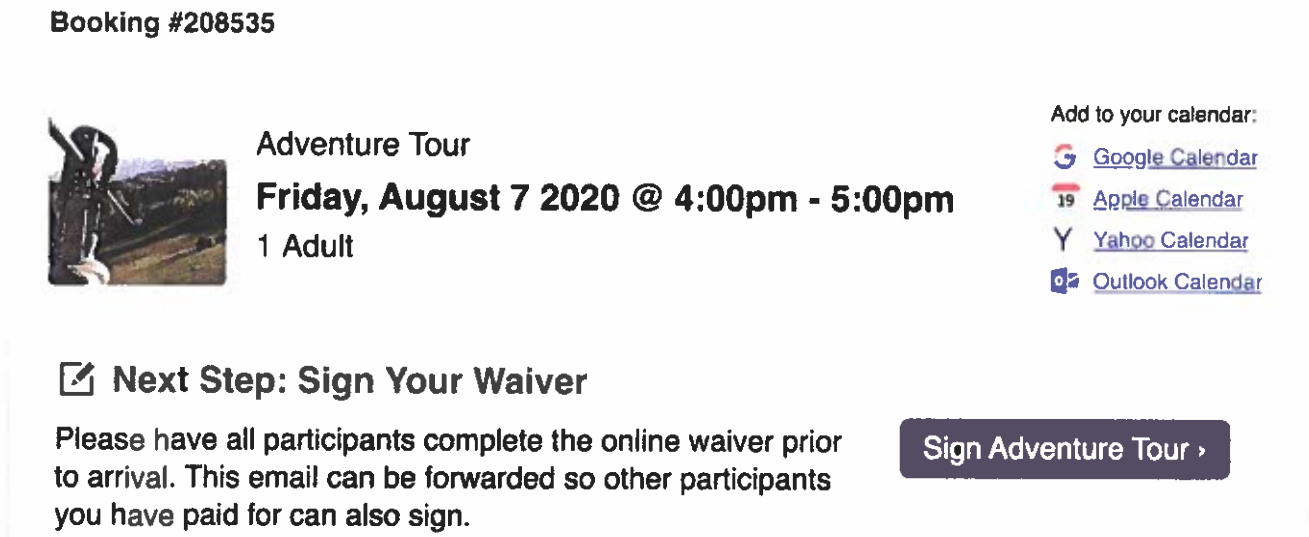
FareHarbor's Approach to Waivers

FareHarbor's functionality is robust and the system flexible. As such, while we intentionally do not have our own "in-house" waivers, you will see below that we have a few different solutions for operators that use them. As for why we do not have them, it is not because we are unable to develop our own "in-house" waivers but, instead, because we choose not to. We choose to invest in revenue-driving features that make you more money and, then, partner with the best waiver providers in the industry, providing a seamless integration with FareHarbor.

Option 1: Integration with Third-party Waiver Provider

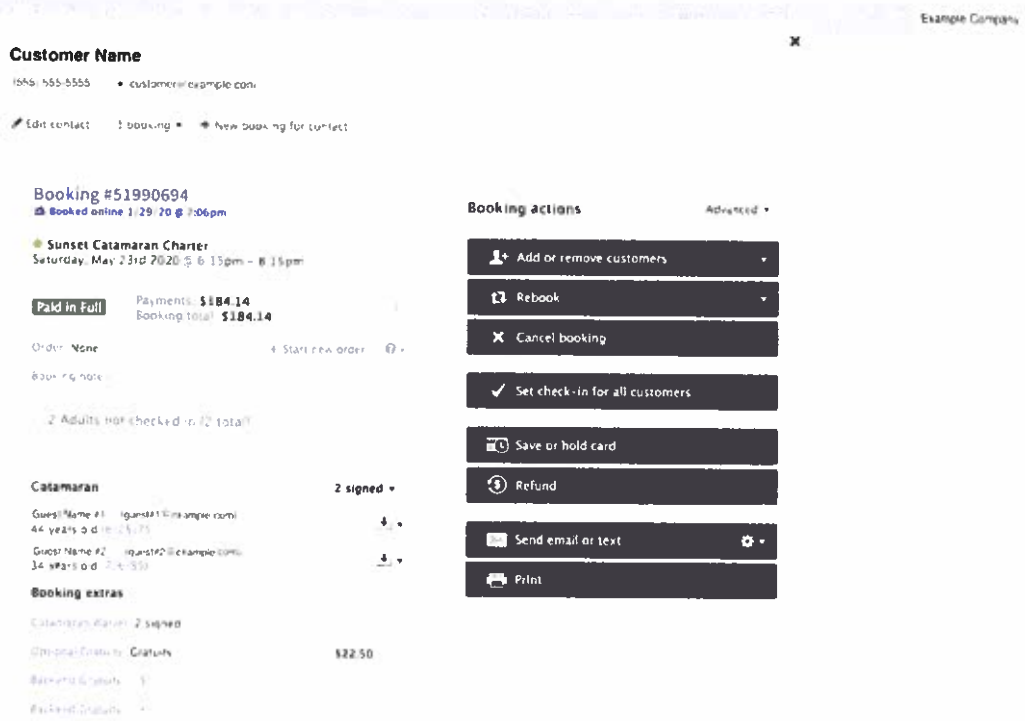
How it Works

1. When someone books online or over the phone with you, in their booking confirmation and reminder emails there will be a link to allow them to sign their waiver online.



2. When they are being checked in, you will be able to see on the manifest whether or not the waivers have been signed for the booking party. Note the below screenshot has been modified for privacy.

3. A PDF of the waiver will be stored with each reservation on FareHarbor so you can access the waivers without ever leaving FareHarbor. You can even view if the waiver has been signed from the booking overview page.



Option 2: Leverage FareHarbor's Customizable Automated Emails

How it Works

If you have a printed waiver that guests normally sign, we can attach a PDF of that waiver to confirmation and reminder emails. Alternatively, if it is readily accessible via a URL, we can include the URL in the text of the email. Within the body of the email, then, we can instruct the guest to print, sign, and bring the waiver with them to the mine for their tour.

Option 3: Require Guests to Check a Box Acknowledging the Liability

How it Works

If you do not need the signature of the participants but just need the guest to acknowledge certain risks, we can leverage FareHarbor's customizable checkout process. See the example below where the customer must check the box to read and agree to the terms and conditions.

Terms and Conditions

Terms and Conditions

☑ **Please check here to read and agree to the Terms and Conditions.**

Terms and Conditions

- Remember we have a 10-Day Cancellation Policy that you are agreeing to when completing this order.
- Every participant will be weighed upon arrival to ensure that they meet the min/max weight requirement of each activity that they have chosen to participate in.
- You and all guests included in this reservation understand and agree that everyone meets all qualifications of the activity that they are participating in and must read and sign a Waiver Release form in order to participate in any onsite activity offered by Example Company Tours. No refunds will be given to any individual if they fail to meet the qualifications to participate or do not complete the required Waiver Release form prior to the time of the booked activity. If there are any questions, please ask us prior to arrival, especially as it relates to maximum weight limits.
- If you are booking a tour that requires additional verification upon Check-In to receive a listed discount (i.e. Ages of Kids, Local ID, or a minimum number of full fares for discount) and it is not provided prior to your tour, you will be charged the difference at that time.
- If you select and book a discounted tour, they are not valid in conjunction with any other special or discount.
- Bring your reservation confirmation & gift certificate (if applicable)
- Gift Certificates are valid for two years, per State of Ohio law, and non-refundable.
- Arrive 30 minutes before your scheduled tour time and check-in at the Clubhouse. If you have not checked in at least 10 minutes prior to your tour, you may lose your reserved seat. If there is an available seat later, we will attempt to rescheduled if we were able to fill your original seat(s). Otherwise, we will put you on a Wait List for next available seat(s). If no later seats are available, you will lose your tour altogether.
- Wear comfortable clothing, but avoid loose clothing. Short "shorts" are not recommended.
- We do zip in the rain and cold weather, but not in torrential rain, high winds, or lightning. So please dress appropriately.
- Weather delays can occur.
- No loose or dangling jewelry.
- Long hair must be tied back.
- We accept cash and credit cards for food, drinks, gift/photo shop and any gratuity for your guides.
- Cameras are welcome on tour, as long as they have an attached strap. We

BID OPENING FORM

BID TITLE: **Queen Mine Online Ticket Sales**

BIDS OPENED AT

Time: 2:00 p.m.
Date: August 13, 2020
Place: Bisbee City Hall

BID OPENING ATTENDEES:

Ashlee Coronado-City Clerk

Nina Williams- Deputy City Clerk

NUMBER OF BIDS RECEIVED: 7

BIDDER INFORMATION:

1. Etix, Inc.
   909 Aviation Parkway #900
   Morrisville, NC 27560

   Online Ticket Sales- 10% per ticket (maximum of $3.95)
   Box Office/ Phone Sales- $0.50 per ticket
   Processing fees 3%
   Include equipment at mutually agreed upon quantities

2. FareHarbor B.V.
   1515 Cleveland PL Suite 400
   Denver, CO80203

   Credit card process rate 1.9% =.30 per transaction
   Online convenience fee of 6% - directly to the customer

   No contract, no monthly fee and won't incur any cost to get set up

3. CENTAMAN Inc.
   17 North State Street, Suite 1830
   Chicago, IL 60602

   $12,230.00 Installation & Training
   $7,800.00 Software & Subscription Fees
   $737.50 Hardware and Equipment
   $20,767.50 Total Initial Investment
   $7,800.00 Ongoing Annual Investment

   Online Sales Transactions $0.30 each
   Sales Agent and Back Office Transactions $0.10 each
   Transaction via EMV Pin Pad $0.15 each

Storage of Credit Card Tokens Up to 2,500 tokens $195.00 per month
Tokens 2,501 $0.06 each

4. TIXTRECK
   2701 Ocean Park Blvd.
   Santa Monica, CA 90405

   No setup fees, no training fees, no yearly maintenance or support fees and no yearly service fees.
   No initial costs, no sign-up fees and no down payments.
   Relates to Hardware:
   Boca Printers (each) $52 Monthly Lease $1,250 Purchase
   IPods (each) $8 Monthly Lease $185 Purchase
   Linea Sleeves (each) $22 Monthly Lease $539 Purchase
   Credit Card Terminals (each) $13 Monthly Lease $300 Purchase

5. Palco4, Inc.
   80 SW 8th Street, Suite 2000
   Miami, FL 33130

   $100/ month for Domain Hosting (only if using custom domain for ticketing page).
   Online Sales $0.75/ ticket
   Box Office Sales $0.25/ ticket
   Online sales $0.25/ticket
   Comp Tickets and Cancellations (capped at 10% of monthly ticket sales. Anything above will incur the standard Box office per ticket fee).

6. Flybook Software, LLC
   141 NW Greenwood Ave #103
   Bend, OR 97703

   No direct costs to the client- customers pay a booking fee of 6% of their total ticket cost. Credit Card Processing rate of a flat 2.65% and $0.20/transaction for all credit card transactions.

7. USeDIRECT
   99 Powerhouse Road, Suite 207
   Roslyn Heights, NY 11577

   $0.50/ticket sold, plus $1,000/day labor to develop online store, and $2,000 annual break and fix help desk support.

Ashlee Coronado
City Clerk

Nina Williams
Deputy City Clerk

AGENDA ITEM NUMBER 5

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 24, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: Discussion and Possible Approval to Purchase a collection of Bisbee Minerals from De Natura in the amount of $40,000 for resale in the Queen Mine Tour Gift Shop

FROM: Doug Graeme, Mine Tour Manager

RECOMMENDATION: Approve purchase

PROPOSED MOTION: I move to approve the purchase of a collection of Bisbee Minerals from De Natura for $40,000 to be resold in the Queen Mine Tour Gift Shop

DISCUSSION:
Requesting the purchase under sole source procurement of a collection of quality Bisbee minerals. The collection contains over 1000 pieces from Bisbee, Arizona. The source is a well-known reputable dealer in Arizona minerals. Most of the minerals contained in the collection are azurite, calcite, malachite, native copper with a few more unusual species. A few of the minerals were mined early as the 1890's with most being from the 1950's though 1970's. Presently minerals from Bisbee are very difficult to acquire at decent prices. The price negotiated is current wholesale price for the collection. These minerals are intended to be resold in the Queen mine gift shop.

FISCAL IMPACT: $40,000.00

DEPARTMENT LINE ITEM ACCOUNT: 59-40-46591

BALANCE IN LINE ITEM IF APPROVED: $117,049.07

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

De Natura
Walter L. Presmyk
610 S. Bay Drive
Gilbert, AZ 85233
480-892-0779 (home) 602-370-0639 (cell)

August 17, 2020

Terms: Net 5 days after Council Approval or
September 20, 2020, whichever occurs earlier.

INVOICE

Copper Queen Mine Tour
City of Bisbee, Arizona
915 S. Tovreaville Road
Bisbee, Arizona 85603

Attn. Doug Graeme

One lot of Bisbee specimens	$40,000.00
Tax – not assessed if Arizona Resale Tax number documentation provided	-0-
Total	$40,000.00

Thank you

Les Presmyk

AGENDA ITEM NUMBER 6

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 24, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: Update on the Solar Panels at the Wastewater Treatment Plant

FROM: Jesus Haro, Public Works Director

RECOMMENDATION: Update Only

PROPOSED MOTION: Update Only

DISCUSSION:

Mr. Haro will give Council an update on the status of the Solar Panels at the Wastewater Treatment Plant.

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

AGENDA ITEM NUMBER 7

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: September 1, 2020

☒Regular ☐Special

DATE ACTION SUBMITTED: August 24, 2020

REGULAR ☒ **CONSENT** ☐

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF THE NOTICE OF INTENT TO ADOPT ORDINANCE O-20-14, AUTHORIZING THE ACQUISITION OF REAL PROPERTY LOCATED WITHIN THE CITY OF BISBEE

FROM: Theresa Coleman, City Manager

RECOMMENDATION: Approve Ordinance O-20-14

PROPOSED MOTION: I move to approve the Notice of Intent to Adopt Ordinance O-20-14, Authorizing the Acquisition of Real Property located at 300 Campbell Street, Bisbee and to allow the City Manager to begin negotiations not to exceed the amount of $80,000.

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: Not to exceed $80,000

DEPARTMENT LINE ITEM ACCOUNT: 99-40-05410

BALANCE IN LINE ITEM IF APPROVED: $20,000

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Theresa Coleman
Theresa Coleman
City Manager

NOTICE OF INTENT
ORDINANCE O-20-14

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 rehabilitation; and

WHEREAS, this property, located at 300 Campbell Street, 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 September, 2020.

APPROVED:

_____
David Smith, Mayor

ATTEST:

_____
Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

_____
James Ledbetter, City Attorney

August 24, 2020

Jeff Hays
USDA
8841 E. Florentine, Ste. A
Prescott Valley, AZ 86314

Dear Mr. Hays,

This inquiry is in regard to the property at 300 Campbell Street, Bisbee, AZ.

The City of Bisbee is partnering with Step Up Bisbee Naco, a non-profit housing rehab organization, to develop a workforce housing initiative to rehabilitate vacant and dilapidated homes in the City of Bisbee. These homes will be made available to medical technicians, teachers, fire fighters and police officers working and living in our community.

I understand that the home at 300 Campbell Street is now available for purchase by a municipality or non-profit organization. Please consider this letter as a preliminary offer to purchase the home at 85% of the appraised value.

At their meeting on September 1, 2020, the Bisbee City Council will consider a Notice of Intent to approve an Ordinance to purchase the property with cash.

Your assistance is greatly appreciated! Please let me know what additional information is needed to proceed with the acquisition.

Respectfully,

Theresa Coleman

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

520-432-6000