

ACTION AGENDA

ACTION AGENDA OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, SEPTEMBER 2, 2025, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL

Councilmember Patricia Damon, Ward III
Councilmember Pete Skinner, Ward II
Councilmember Karen Schumacher, Ward I
Mayor Ken Budge
Councilmember Leslie Johns, Ward I
Councilmember Mel Sowid, Ward II
Councilmember Anna Cline, Ward III, Mayor Pro Tempore

STAFF

Stephen J. Pauken, City Manager
Ashlee Coronado, City Clerk
Joelle Landers, Personnel Director
Matthew Gurney, Public Works Director
Tim Cox, Police Chief
Jay Ritchie, Deputy Police Chief
Jim Richardson, Fire Chief

CITY ATTORNEY

Joseph Estes

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mesothelioma Awareness Day Proclamation

CALL TO THE PUBLIC

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

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds.

ACTION APPROVED

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on Tuesday, August 5, 2025.

Ashlee Coronado, City Clerk

- B. Approval of the Minutes of the Work Session of Mayor and Council held on Tuesday, August 5, 2025.
Ashlee Coronado, City Clerk
- C. Approval of the Minutes of the Special Session of Mayor and Council held on Tuesday, August 26, 2025.
Ashlee Coronado, City Clerk
- D. Approval of the Appointment of Fred Miller to the Charter Review Committee.
Ashlee Coronado, City Clerk
- E. Acceptance of the Resignation of Reta Smith from the Transit Advisory Committee.
Ashlee Coronado, City Clerk
- F. Approval of the Park, Facility and Right of Way Use permit for the Use of Upper Vista Park by Project Wildlife for a Garden Party on Sunday, September 28, 2025 from 5:00pm to 7:00pm.
Ashlee Coronado, City Clerk
- G. Approval of a Park, Facility and Right of Way Use permit submitted by POCO for the use of Subway Street for a Halloween Party on Friday, October 31, 2025 from 7:00pm to 11:00pm.
Ashlee Coronado, City Clerk
- H. Approval of the Park, Facility and Right of Way Use permit submitted by the Bisbee Arts Commission for the Use of Tombstone Canyon/ Main Street (Jonquil to Brewery Gulch) and City Park for their New Year's Eve Event to be held on Wednesday, December 31, 2025 at 8:00am until Thursday, January 1, 2026 at 2:00pm, this includes set up and break down; applicant has requested a waiver of fees.
Ashlee Coronado, City Clerk
- I. Approval of a Special Event Liquor License Application Submitted by Bisbee Pride, Inc. for the Bisbee Blues, Bluegrass & Country Bar Crawl Event to be held at the Bisbee Coffee Company located at 2 Copper Queen Plaza, on Saturday, September 27, 2025, from 11:00am to 6:00pm; Ramon Garcia, Applicant.
Ashlee Coronado, City Clerk
- J. Approval of a Special Event Liquor License Application Submitted by the Bisbee Radio Project Inc. for the Bisbee Blues, Bluegrass & Country Bar Crawl Event to be held at KBRP Radio Station located at 400 Arizona Street, on Sunday, September 28, 2025, from 12:00pm (Noon) to 5:00pm; Elizabeth Vann, Applicant.
Ashlee Coronado, City Clerk
- K. Approval of a Special Event Liquor License Application Submitted by Project Wildlife Bisbee for a Garden Party being held at Upper Vista Park on Sunday, September 28, 2025, from 5:00pm to 7:00pm; Jane Gaffer, Applicant.
Ashlee Coronado, City Clerk
- L. Approval of a Special Event Liquor License Application Submitted by Friends of Warren Ballpark for an event to be held at the Warren Ballpark located at 300 Ruppe Avenue, on Friday, October 3, 2025, from 3:00pm to 10:30pm; Patrick Murphy, Applicant.
Ashlee Coronado, City Clerk

- M. Approval of a Special Event Liquor License Application Submitted by Bisbee Vogue Inc. for an Event to be held at Higgins Hill Park located at 1 Higgins Hill, Bisbee on Saturday, October 18, 2025, from 9:00am to 1:00pm; Cynthia Conroy, Applicant.

Ashlee Coronado, City Clerk

- N. Approval of an Application for an Extension of Premises/Patio Permit submitted by POCO for an Event to be held on Subway Street, Bisbee, AZ on Friday, October 31, 2025, from 6:00pm to 11:00pm; Kelly Galligan, Applicant.

Ashlee Coronado, City Clerk

ACTION ITEMS: 2A THROUGH 2F AND 2H THROUGH 2L APPROVED

ACTION ITEM: 2G TABLED

ACTION ITEM: 2M TABLED

ACTION ITEM: 2N APPROVED

OLD BUSINESS

NEW BUSINESS

- 3. Discussion and Possible Approval of a Recommendation from the Bisbee Arts Commission to Fund a Grant Application for Fernando Serrano in the Amount of \$500.00 from the Bisbee Arts Commission Fund.

Karen Schumacher, Council Liaison

ACTION APPROVED

- 4. Discussion and Possible Approval of a Recommendation from the Bisbee Arts Commission to Fund a Grant Application for Central School Project in the Amount of \$690.00 from the Bisbee Arts Commission Fund.

Karen Schumacher, Council Liaison

ACTION APPROVED

- 5. Discussion and Possible Approval for the Bisbee Arts Commission to pay Rene J Designs for Logo and graphic design work to be used for their New Years Eve Event in the amount of \$300.00.

Karen Schumacher, Council Liaison

ACTION APPROVED

- 6. Public Hearing and Discussion and Possible Approval of a Special Use Permit 25-01, Submitted by Andrew Bauer of Trulieve Bisbee for the purpose of establishing a Medical Marijuana Dispensary.

Xavier Rodriguez, Building Inspector/ Code Enforcement

ACTION APPROVED

- 7. Discussion and Possible Approval to Purchase the 2024 International Building and Fire Code Books and update the City's adopted Building and Fire Codes to align with the 2024 International Codes published by the International Code Council (ICC). This includes the International Building Code (IBC) and the International Fire Code (IFC).

Xavier Rodriguez, Building Inspector/ Code Enforcement

Jim Richardson, Fire Chief

ACTION APPROVED

- 8. Discussion and Possible Approval to allow the Bisbee Police Department to purchase one Police Radio using Capital Equipment fund.

Timothy Cox, Chief of Police

ACTION APPROVED

- 9. Discussion and Possible Approval of the Code Enforcement Officer Job Description for the Public Works Department.

Joelle Landers, Personnel Director

ACTION APPROVED

- 10. Discussion and possible approval of a Notice of Award to KWR Construction for renovations at the Senior Center.

Melissa Hartman, City Planner

ACTION APPROVED

- 11. Discussion and Possible Approval to enter into a short-term Memorandum of Understanding with SEAGO to provide immediate technical assistance in strengthening the City's Bisbee Transit System.

Matthew Gurney, Public Works Director

ACTION APPROVED

- 12. City Manager's Report:

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

ADJOURNMENT: 8:40PM

ACTION APPROVED