

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, JULY 5, 2016, AT 7:00 PM IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____.

ROLL CALL

COUNCIL

Councilmember Eugene Conners, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Shirley Doughty, Ward III
Mayor Ronald Oertle
Councilmember Anna Cline, Ward III, Mayor Pro Tempore
Councilmember Douglas Dunn, Ward II
Councilmember Serena Sullivan, Ward I

STAFF

Andy Haratyk, Interim City Manager/ Public Works Director
Ashlee Coronado, City Clerk
Sharon Buono, Finance Director
Albert Echave, Police Chief
Marc Burneleit, Fire Chief

CITY ATTORNEY

Britt Hanson

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 April 5, 2016 at 7:00PM.

Ashlee Coronado, City Clerk

- B. Approval of the Minutes of the Regular Session of Mayor and Council held on June 7, 2016 at 7:00PM.
Ashlee Coronado, City Clerk
- C. Approval of the Minutes of the Special Session of Mayor and Council held on May 9, 2016 at 5:30PM.
Ashlee Coronado, City Clerk
- D. Approval of the Minutes of the Special Session of Mayor and Council held on June 20, 2016 at 5:30PM.
Ashlee Coronado, City Clerk
- E. Approval of the Resignation of Jennifer Graeme from the Civil Service Commission.
Ashlee Coronado, City Clerk
- F. Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Rotary Club Vintage Bisbee Food & Wine Tasting and Entertainment at City Park on Saturday, October 8, 2016 from 10:00AM to 9:30PM.
Ashlee Coronado, City Clerk
- G. Approval of a Special Event Liquor License Application Submitted by the Bisbee Rotary Charities for an Event to be held at City Park on Saturday, October 8, 2016 from 4:00PM-7:00PM; Patricia Worth, Applicant.
Ashlee Coronado, City Clerk
- H. Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Vogue, Inc. for the Use of Various City Streets and Staircases for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016 from 5:00AM to 8:00PM, This Includes Set Up and Breakdown.
Ashlee Coronado, City Clerk
- I. Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Vogue, Inc. for the Use of City Park for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016 from 5:00AM to 6:00PM.
Ashlee Coronado, City Clerk
- J. Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Vogue, Inc. for the Use of Goar Park for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016 from 5:00AM to 6:00PM.
Ashlee Coronado, City Clerk
- K. Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Vogue, Inc. for the Use of Grassy Park for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016 from 5:00AM to 6:00PM.
Ashlee Coronado, City Clerk
- L. Approval of a Special Event Liquor License Application Submitted by the Bisbee Vogue, Inc. for an Event to be held at 2 Copper Queen Plaza (Parking Lot) Saturday, October 15, 2016 from 1:30PM to 6:00PM.
Ashlee Coronado, City Clerk

- M. Approval of a Park, Facility, and Right-of-Way Use Permit for the Bisbee Coalition for the Homeless for the Use of City Park for The 2nd Annual Bisbee Mariachi Festival 2016th on Saturday, November 5, 2016 from 8:00AM to 7:00PM.

Ashlee Coronado, City Clerk

- N. Approval of a Special Event Liquor License Application Submitted by the Bisbee Coalition for the Homeless for an Event to be held at City Park, Bisbee on Saturday, November 5, 2016 from 1:00AM-6:00PM; Wanda Leikem, Applicant.

Ashlee Coronado, City Clerk

OLD BUSINESS

NEW BUSINESS

- 3. Discussion and Possible Approval of Resolution R-16-06: a resolution of the Mayor and Council, City of Bisbee, County of Cochise, State of Arizona, Fixing, Levying and Assessing the Amount to be raised by the City of Bisbee from Property Taxation and Fixing and Determining the Property Tax Rate for the 2016-2017 Fiscal Year and Providing for Severability.

Andy Haratyk, Interim City Manager

- 4. Discussion and Possible Approval on Renewing the Arizona State Purchasing Cooperative Membership Agreement for the next five years.

Andy Haratyk, Interim City Manager

- 5. Discussion and Possible Approval of the Updated By-Laws for the Planning and Zoning Commission.

Joe Ward, Building Inspector

- 6. Discussion and Possible Approval on Purchasing Turnout Gear through the Cooperative Agreement with the City of Tucson with United Fire.

Andy, Haratyk, Interim City Manager

- 7. Discussion and Possible Action regarding a Petition received from Susan Blackford requesting that there be a Review of an Unauthorized Charge by the Finance Director for Documents to do the Job as a Commissioner.

Ronald Oertle, Mayor

- 8. Discussion and Possible Action regarding a Petition received from Susan Blackford requesting that there be a Review of the Hiring of Mr. Haratyk as the new Public Works Director in April of 2016.

Ronald Oertle, Mayor

- 9. Discussion and Possible Motion to Enter into Executive Session Pursuant to A.R.S § 38-431.03(a)(3) and (a)(4) to Discuss and Consult with our City Attorney for legal advice regarding the litigation on the application of Arizona Ambulance to Amend its CON to Provide Unrestricted Certification for Interfacility Transfers.

Pursuant to A.R.S. § 38-431.03(a)(3) and (a)(4), the City Council may vote to go into executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body or for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding pending or contemplated litigation.

Britt Hanson, City Attorney

10. Discussion and Possible Approval of a Motion to go into Executive Session Pursuant to A.R.S. §38-431 (A)(1) for a discussion of a Preferred Applicant for the Position of City Manager.

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

Ronald Oertle, Mayor

11. Discussion and Possible Selection of a Preferred Applicant for the Position of City Manager.
Ronald Oertle, Mayor

12. City Manager's Report:

- Other current events

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 118 Arizona St., Bisbee.

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

#1

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
616 GENERAL FUND					
10-2020203 DENTAL INSUR PAYABLE					
GENERAL FUND	DELTA DENTAL	16-0628	COBRA Amount	06/28/2016	19.56
GENERAL FUND	DELTA DENTAL	16-0628	ER/EE	06/28/2016	2,897.28
Total 10-2020203 DENTAL INSUR PAYABLE:					2,916.84
10-2020801 PUBLIC SAFETY RETIRE PAYABLE					
GENERAL FUND	PUBLIC SAFETY PERSONNEL	PR0618161	Retirement Fire Pay Period: 6/18/2016	06/22/2016	27,332.07
GENERAL FUND	PUBLIC SAFETY PERSONNEL	PR0618161	Retirement Police Pay Period: 6/18/2016	06/22/2016	20,299.22
GENERAL FUND	PUBLIC SAFETY PERSONNEL	PR0618161	Retirement Fire Pay Period: 6/18/2016	06/22/2016	3,832.42
GENERAL FUND	PUBLIC SAFETY PERSONNEL	PR0618161	Retirement Police Pay Period: 6/18/2016	06/22/2016	2,511.78
Total 10-2020801 PUBLIC SAFETY RETIRE PAYABLE:					53,775.49
10-2020802 DEFERRED COMPENSATION PAYABLE					
GENERAL FUND	NATIONWIDE RETIREMENT SO	PR0618161	Deferred Comp Core Pay Period: 6/18/2016	06/22/2016	665.00
GENERAL FUND	NATIONWIDE RETIREMENT SO	PR0618161	Deferred Comp Buy Up Pay Period: 6/18/2016	06/22/2016	1,124.50
Total 10-2020802 DEFERRED COMPENSATION PAYABLE:					1,789.50
10-2020804 P.S.R.P.S. - ALT CONTR PAYABLE					
GENERAL FUND	PUBLIC SAFETY PERSONNEL	PR0618161	PSPRS-Alternate Contribution Pay Period: 6/18/2016	06/22/2016	229.07
Total 10-2020804 P.S.R.P.S. - ALT CONTR PAYABLE:					229.07
10-2020818 UNION DUES PAYABLE					
GENERAL FUND	AZ COPS	PR0618161	Union Dues Pol/Fire Pay Period: 6/18/2016	06/22/2016	120.00
GENERAL FUND	BISBEE FIREFIGHTERS LOCAL	PR0618161	Union Dues-Fire Pay Period: 6/18/2016	06/22/2016	405.00
Total 10-2020818 UNION DUES PAYABLE:					525.00
10-2021001 HEALTH INSURANCE PAYABLE					
GENERAL FUND	UNITEDHEALTHCARE INSURAN	16-0628	HEALTH INSURANCE PREMIUM	06/28/2016	38,894.31
Total 10-2021001 HEALTH INSURANCE PAYABLE:					38,894.31
10-2021002 ADDITIONAL LIFE INSUR PAYABLE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	VOLUNTARY LIFE & AD&D	06/16/2016	483.10
GENERAL FUND	MUTUAL OF OMAHA	539873452	Employer Pd. Life Ins.	06/16/2016	607.34
GENERAL FUND	MUTUAL OF OMAHA	539873452	BALANCE FORWARD	06/16/2016	65.21
Total 10-2021002 ADDITIONAL LIFE INSUR PAYABLE:					1,155.65
10-2021005 AFLAC INSURANCE PAYABLE					
GENERAL FUND	REYNA, ROBERT	2016-0629	REIMBURSEMENT - AFLAC - MAY	06/29/2016	64.68
Total 10-2021005 AFLAC INSURANCE PAYABLE:					64.68
10-2021006 PREPAID LEGAL SVCS PAYABLE					
GENERAL FUND	CORONADO, ROBERT	2016-0629B	REIMBURSE - LEGAL SHIELD	06/29/2016	14.95
GENERAL FUND	MORENO, CARLO	2016-0629A	REIMBURSEMENT-LEGAL SHIELD	06/29/2016	25.90
Total 10-2021006 PREPAID LEGAL SVCS PAYABLE:					40.85

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
10-2021007 VISION CARE INSUR PAYABLE					
GENERAL FUND	VISION SERVICE PLAN	16-0628	VISION CARE	06/28/2016	776.96
Total 10-2021007 VISION CARE INSUR PAYABLE:					776.96
10-2024000 PAYROLL GARNISHMENTS PAYABLE					
GENERAL FUND	MIDLAND FUNDING, LLC	16-0622	WAGE GARNISHMENT	06/18/2016	118.12
GENERAL FUND	SUPPORT PAYMENT CLEARIN	PR0618161	Support Clearing-Child Support Pay Period: 6/18/2016	06/22/2016	1,707.66
Total 10-2024000 PAYROLL GARNISHMENTS PAYABLE:					1,825.78
10-34-40066 AMBULANCE FEES					
GENERAL FUND	PALOMINAS FIRE DISTRICT	16-0622	REVENUE COLLECTIONS/AMBULANCE/APRIL	06/22/2016	33,675.28
Total 10-34-40066 AMBULANCE FEES:					33,675.28
MAYOR & COUNCIL					
10-50-13100 BUSINESS TRAVEL					
GENERAL FUND	BANK OF AMERICA	16-0609	CONFERENCE	06/09/2016	295.00
GENERAL FUND	BANK OF AMERICA	16-0609	CONFERENCE	06/09/2016	295.00
GENERAL FUND	BANK OF AMERICA	16-0609	CONFERENCE	06/09/2016	295.00
GENERAL FUND	BANK OF AMERICA	16-0609	CONFERENCE	06/09/2016	295.00
Total 10-50-13100 BUSINESS TRAVEL:					1,180.00
CITY MANAGER					
10-51-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-CITY MGR	06/16/2016	20.70
Total 10-51-11501 STANDARD DISABILITY INSURANCE:					20.70
10-51-24000 TELEPHONE & FAX					
GENERAL FUND	VERIZON	9767036702	CELL PHONE-CITY MGR	06/27/2016	82.66
Total 10-51-24000 TELEPHONE & FAX:					82.66
10-51-46000 OPERATIONAL EXPENSES					
GENERAL FUND	JOHNSON, JESTIN	16-0614	REIMBURSEMENT/MEALS	06/14/2016	54.20
Total 10-51-46000 OPERATIONAL EXPENSES:					54.20
FINANCE DEPARTMENT					
10-52-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-FINANCE	06/16/2016	108.90
Total 10-52-11501 STANDARD DISABILITY INSURANCE:					108.90
10-52-42040 ADVERTISING					
GENERAL FUND	BISBEE OBSERVER	18394	TRUTH IN TAXATION	06/20/2016	126.77
GENERAL FUND	SIERRA VISTA HERALD	2	TRUTH IN TAXATION	06/14/2016	377.20
Total 10-52-42040 ADVERTISING:					503.97
CITY CLERK					
10-53-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-CITY CLERK	06/16/2016	30.24

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-53-11501 STANDARD DISABILITY INSURANCE:					30.24
10-53-13100 BUSINESS TRAVEL					
GENERAL FUND	CORONADO, ASHLEE	16-0621	REIMBURSE MILES	06/21/2016	109.92
GENERAL FUND	CORONADO, ASHLEE	16-0621	REIMBURSE MEALS	06/21/2016	75.03
GENERAL FUND	EAN SERVICES, LLC	9904483	RENTAL CAR	06/20/2016	134.44
Total 10-53-13100 BUSINESS TRAVEL:					319.39
10-53-41500 OFFICE SUPPLIES					
GENERAL FUND	BANK OF AMERICA	16-0609	ADHESIVE SPRAY	06/09/2016	15.07
GENERAL FUND	BANK OF AMERICA	16-0609	TONER CARTRIDGE	06/09/2016	21.98
Total 10-53-41500 OFFICE SUPPLIES:					37.05
10-53-46000 OPERATIONAL EXPENSES					
GENERAL FUND	BANK OF AMERICA	16-0609	TABLE, TARPS	06/09/2016	157.45
GENERAL FUND	BANK OF AMERICA	16-0609	MICROPHONE, CABLE	06/09/2016	40.03
Total 10-53-46000 OPERATIONAL EXPENSES:					197.48
COMMUNITY DEVELOPMENT					
10-54-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-COM DEV	06/16/2016	20.70
Total 10-54-11501 STANDARD DISABILITY INSURANCE:					20.70
10-54-21000 ELECTRIC - SHELTER					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	335801287-06-	ELEC- 938 TOVERYVILLE RD KENNEL	06/27/2016	179.01
Total 10-54-21000 ELECTRIC - SHELTER:					179.01
10-54-22000 WATER - SHELTER					
GENERAL FUND	AZ WATER COMPANY	03117020951-	WATER/TOUREAVILLE POUND	06/27/2016	124.25
Total 10-54-22000 WATER - SHELTER:					124.25
10-54-24000 TELEPHONE & FAX - SHELTER					
GENERAL FUND	CENTURY LINK	420B-06-16	PHONE SERVICES-ANIMAL SHELTER	06/27/2016	33.07
Total 10-54-24000 TELEPHONE & FAX - SHELTER:					33.07
10-54-24001 INTERNET FEES - SHELTER					
GENERAL FUND	CABLE ONE	16-0626/AS	INTERNET SRVC/AS	06/27/2016	69.45
Total 10-54-24001 INTERNET FEES - SHELTER:					69.45
10-54-41500 OFFICE SUPPLIES					
GENERAL FUND	OFFICE DEPOT	844595023001	INK CARTRIDGE	06/10/2016	23.88
Total 10-54-41500 OFFICE SUPPLIES:					23.88
10-54-46000 OPERATIONAL EXPENSES					
GENERAL FUND	BANK OF AMERICA	16-0609	SUPLLIES/MOVIES IN THE PARK	06/09/2016	8.64
GENERAL FUND	BANK OF AMERICA	16-0609	SUPLLIES/MOVIES IN THE PARK	06/09/2016	9.40

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-54-46000 OPERATIONAL EXPENSES:					18.04
10-54-46542 ANIMAL SHELTER EXPENSES					
GENERAL FUND	BANK OF AMERICA	16-0609	LITTER	06/09/2016	47.84
GENERAL FUND	BANK OF AMERICA	16-0609	ANIMAL FOOD	06/09/2016	42.23
GENERAL FUND	BANK OF AMERICA	16-0609	VACCINES	06/09/2016	204.97
GENERAL FUND	BANK OF AMERICA	16-0609	LITTER	06/09/2016	79.74
GENERAL FUND	BANK OF AMERICA	16-0609	KITTEN SUPPLIES	06/09/2016	139.81
GENERAL FUND	CORONADO VETERINARY HOS	302939	VETERINARY SERVICES/SHARKY	06/24/2016	198.51
Total 10-54-46542 ANIMAL SHELTER EXPENSES:					713.10
ADMINISTRATION & GENERAL GOV'T					
10-55-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	666380285-06-	ELEC-118 AZ STREET	06/20/2016	918.27
Total 10-55-21000 ELECTRIC:					918.27
10-55-22000 WATER					
GENERAL FUND	AZ WATER COMPANY	03112054101-	WATER/118 ARIZONA ST	06/27/2016	213.97
Total 10-55-22000 WATER:					213.97
10-55-23000 GAS					
GENERAL FUND	SOUTHWEST GAS CORPORATI	472012930802	GAS-118 AZ ST	06/20/2016	32.39
Total 10-55-23000 GAS:					32.39
10-55-34000 CONTRACT SERVICES					
GENERAL FUND	XEROX CORPORATION	84814060	MAY COPY CHARGES	06/01/2016	785.51
Total 10-55-34000 CONTRACT SERVICES:					785.51
10-55-41500 OFFICE SUPPLIES					
GENERAL FUND	OFFICE DEPOT	843048250001	PAPER	06/02/2016	51.48
GENERAL FUND	OFFICE DEPOT	84535398001	PEN, PADS	06/14/2016	41.28
GENERAL FUND	OFFICE DEPOT	84535398001	PEN, PADS	06/14/2016	41.28
Total 10-55-41500 OFFICE SUPPLIES:					134.04
10-55-43500 POSTAGE					
GENERAL FUND	BANK OF AMERICA	16-0609	STAMPS COM	06/09/2016	24.99
Total 10-55-43500 POSTAGE:					24.99
10-55-46000 OPERATIONAL EXPENSES					
GENERAL FUND	BANK OF AMERICA	16-0609	DVRHDD TUNER	06/09/2016	315.65
Total 10-55-46000 OPERATIONAL EXPENSES:					315.65
PERSONNEL					
10-56-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-PERSONNEL	06/16/2016	20.70
Total 10-56-11501 STANDARD DISABILITY INSURANCE:					20.70

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
LEGAL SERVICES					
10-57-13400 EDUCATION & TRAINING					
GENERAL FUND	BANK OF AMERICA	16-0609	HOTEL ROOM	06/09/2016	293.92
Total 10-57-13400 EDUCATION & TRAINING:					293.92
WATER SYSTEMS					
10-58-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	703833281-06-	ELEC-DOUGLAS RD. PUMP	06/20/2016	29.20
Total 10-58-21000 ELECTRIC:					29.20
INFORMATION SYSTEMS					
10-59-24000 TELEPHONE & FAX					
GENERAL FUND	CENTURY LINK	217B-06-16	PHONE SERVICES-CITY HALL	06/27/2016	365.87
GENERAL FUND	CENTURY LINK	408B-06-16	PHONE SERVICES-FAX	06/27/2016	33.79
GENERAL FUND	CENTURY LINK	422B-06-16	PHONE SERVICES-CITY HALL	06/27/2016	168.95
Total 10-59-24000 TELEPHONE & FAX:					568.61
10-59-24001 T1 LINE FOR INTERNET ACCESS					
GENERAL FUND	CABLE ONE	16-0626/CH	INTERNET SRVC/CH	06/27/2016	212.50
Total 10-59-24001 T1 LINE FOR INTERNET ACCESS:					212.50
10-59-31000 PROFESSIONAL FEES					
GENERAL FUND	TRACHTMAN, SEAN	16-0622	IT SUPPORT	06/22/2016	150.00
GENERAL FUND	TRACHTMAN, SEAN	16-0628	IT SUPPORT	06/28/2016	475.00
Total 10-59-31000 PROFESSIONAL FEES:					625.00
10-59-34000 CONTRACT SERVICES					
GENERAL FUND	EXECUTECH	30724	OFFICE 365 PLAN 1	06/01/2016	371.25
Total 10-59-34000 CONTRACT SERVICES:					371.25
POLICE DEPARTMENT					
10-62-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-POLICE (NON-OFFICERS)	06/16/2016	81.61
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-POLICE	06/16/2016	273.00
Total 10-62-11501 STANDARD DISABILITY INSURANCE:					354.61
10-62-12300 UNIFORMS & CLOTHING					
GENERAL FUND	FX TACTICAL	H2-000903	UNIFORM	06/18/2016	270.24
GENERAL FUND	GALLS, LLC	5556506	BOOTS	06/15/2016	95.81
GENERAL FUND	MORENO, CARLOS	16-0628	RMBRSMNT-UNIFORM/BPD	06/28/2016	574.10
GENERAL FUND	POPPE, JANUS	16-0629	REIMB UNIFORM/BPD	06/29/2016	18.20
GENERAL FUND	SWAN, BRIAN	16-0628	RMBRSMNT/ UNIFORMS	06/28/2016	253.41
Total 10-62-12300 UNIFORMS & CLOTHING :					1,209.76
10-62-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	150262282-06-	ELEC- 129 TANK HILL D.	06/20/2016	81.72
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	444908263-06-	ELEC- 938 B TOVERYVILLE RD IMPOUND LOT	06/27/2016	37.10
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	835101287-06-	ELEC-POLICE	06/27/2016	1,082.14

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-62-21000 ELECTRIC:					1,200.96
10-62-22000 WATER					
GENERAL FUND	AZ WATER COMPANY	03109045754-	WATER/35 HWY 92 T-CIR	06/20/2016	57.38
Total 10-62-22000 WATER:					57.38
10-62-24000 TELEPHONE & FAX					
GENERAL FUND	CENTURY LINK	402B-06-16	PHONE SERVICES-POLICE	06/27/2016	274.32
GENERAL FUND	VERIZON	9767036702	CELL PHONE-POLICE	06/27/2016	565.53
GENERAL FUND	VERIZON	9767044203	CELL PHONE-POLICE AIR CARDS	06/27/2016	600.15
Total 10-62-24000 TELEPHONE & FAX:					1,440.00
10-62-24001 INTERNET ACCESS FEES					
GENERAL FUND	CABLE ONE	16-0626/BPD	INTERNET SVC/BPD	06/27/2016	110.50
Total 10-62-24001 INTERNET ACCESS FEES:					110.50
10-62-34000 CONTRACT SERVICES					
GENERAL FUND	RICOH USA INC	97043986	COPIER RENT & MAINT/BPD	06/17/2016	188.13
Total 10-62-34000 CONTRACT SERVICES:					188.13
10-62-41500 OFFICE SUPPLIES					
GENERAL FUND	COPPER QUEEN PUBLISHING	18999	ADDRESS STAMP	06/07/2016	22.89
GENERAL FUND	ECHAVE, ALBERT	16-0623	REIMBURSE/FRAME	06/23/2016	123.94
Total 10-62-41500 OFFICE SUPPLIES:					146.83
10-62-46621 AMMUNITION					
GENERAL FUND	APOCALYPSE ARMS	62716	AMMUNITION	06/27/2016	1,200.00
Total 10-62-46621 AMMUNITION:					1,200.00
10-62-46623 CITY AUCTION EXPENSES					
GENERAL FUND	BISBEE OBSERVER	18404	PUBLIC NOTICE/CITY AUCTION	06/23/2016	101.18
GENERAL FUND	LAL ENTERPRISES, INC	23757	PORTA POTS	06/13/2016	120.00
Total 10-62-46623 CITY AUCTION EXPENSES:					221.18
10-62-50100 BLDG REPAIR & MAINT					
GENERAL FUND	WILLCOX AUTO PARTS INC.	113568	GENERATOR	06/21/2016	94.14
Total 10-62-50100 BLDG REPAIR & MAINT:					94.14
FIRE DEPARTMENT					
10-64-11400 A.P.S.P.R.S.					
GENERAL FUND	PUBLIC SAFETY PERSONNEL	16-0618	Fire Ins Premium Tax Cr	06/18/2016	488.79-
Total 10-64-11400 A.P.S.P.R.S.:					488.79-
10-64-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTO-FIRE	06/16/2016	522.66

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-64-11501 STANDARD DISABILITY INSURANCE:					522.66
10-64-24000 TELEPHONE & FAX					
GENERAL FUND	CENTURY LINK	278B-06-16	PHONE SERVICES-FIRE DEPT	06/27/2016	42.99
GENERAL FUND	CENTURY LINK	398B-06-16	PHONE SERVICES-FIRE DEPT	06/27/2016	71.18
GENERAL FUND	CENTURY LINK	412B-06-16	PHONE SERVICES-FIRE DEPT	06/27/2016	36.26
GENERAL FUND	VERIZON	9767036702	CELL PHONE-FIRE	06/27/2016	404.87
Total 10-64-24000 TELEPHONE & FAX:					555.30
10-64-34000 CONTRACT SERVICES					
GENERAL FUND	ENTECH	PM-2089	HEART MONITOR MAINT AGRMNT/BFD	05/27/2016	1,275.00
Total 10-64-34000 CONTRACT SERVICES:					1,275.00
10-64-41500 OFFICE SUPPLIES					
GENERAL FUND	BISBEE OFFICE SUPPLY	89024	MEMO BOOK	04/08/2016	21.95
GENERAL FUND	BISBEE OFFICE SUPPLY	89339	DRY ERASE	04/18/2016	8.38
Total 10-64-41500 OFFICE SUPPLIES:					30.33
10-64-42050 NON CAP ADMIN EQUIP/FURN					
GENERAL FUND	UNITED FIRE EQUIPMENT	292465	COATS-LETTERS ON BACK	06/21/2016	46,038.99
Total 10-64-42050 NON CAP ADMIN EQUIP/FURN:					46,038.99
10-64-46000 OPERATIONAL EXPENSES					
GENERAL FUND	ACE HARDWARE	18188	AXE	06/18/2016	35.06
GENERAL FUND	ACE HARDWARE	18219	FASTENERS	06/22/2016	49.58
Total 10-64-46000 OPERATIONAL EXPENSES:					84.64
10-64-46641 MEDICAL SUPPLIES					
GENERAL FUND	BANK OF AMERICA	16-0609	CASES	06/09/2016	35.56
GENERAL FUND	BANK OF AMERICA	16-0609	CASE	06/09/2016	224.95
GENERAL FUND	BOUND TREE MEDICAL, LLC	82172154	MEDICAL SUPPLIES/BFD	06/07/2016	746.15
Total 10-64-46641 MEDICAL SUPPLIES:					1,006.66
10-64-50100 BLDG REPAIR & MAINT					
GENERAL FUND	RAUL VILLASENOR	10279	REPLACE DIAPHRAM	12/28/2015	138.00
Total 10-64-50100 BLDG REPAIR & MAINT:					138.00
10-64-55000 EQUIPMENT REPAIR & MAINT					
GENERAL FUND	UNITED FIRE EQUIPMENT	641096	COUPLING BOWL, NST	06/08/2016	62.71
Total 10-64-55000 EQUIPMENT REPAIR & MAINT:					62.71
10-64-61000 VEHICLE PARTS & LABOR					
GENERAL FUND	WILLCOX AUTO PARTS INC.	110810CR	CREDIT	05/20/2016	325.37-
GENERAL FUND	WILLCOX AUTO PARTS INC.	110810CRADJ	CREDIT	05/20/2016	325.37-
Total 10-64-61000 VEHICLE PARTS & LABOR:					650.74-

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
10-64-62003 GASOLINE					
GENERAL FUND	SHELL FLEET PLUS	813980106560	FUEL /BFD	05/17/2016	34.50
Total 10-64-62003 GASOLINE:					34.50
CEMETERY					
10-70-22000 WATER					
GENERAL FUND	AZ WATER COMPANY	03109082753-	WATER/CEMETARY PLOT	06/27/2016	190.45
Total 10-70-22000 WATER:					190.45
10-70-46000 OPERATIONAL EXPENSES					
GENERAL FUND	RAUL VILLASENOR	10439	IRRIGATION VALVE INSTALLATION	06/18/2016	240.00
Total 10-70-46000 OPERATIONAL EXPENSES:					240.00
BUILDING & MAINTENANCE					
10-74-34000 CONTRACT SERVICES					
GENERAL FUND	OLANDER PEST CONTROL SER	16-0623	PEST CNTRL SRVCS	06/23/2016	30.00
Total 10-74-34000 CONTRACT SERVICES:					30.00
10-74-45300 CUSTODIAL SUPPLIES					
GENERAL FUND	WAXIE SANITARY SUPPLY	76052299	JANITORIAL SUPPLIES	06/23/2016	74.42
GENERAL FUND	WAXIE SANITARY SUPPLY	76052681	JANITORIAL SUPPLIES	06/23/2016	99.33
Total 10-74-45300 CUSTODIAL SUPPLIES:					173.75
10-74-46000 OPERATIONAL EXPENSES					
GENERAL FUND	BANK OF AMERICA	16-0609	COPPER SCREEN	06/09/2016	805.13
GENERAL FUND	BANK OF AMERICA	16-0609	SHADES/WINDOW	06/09/2016	88.57
Total 10-74-46000 OPERATIONAL EXPENSES:					893.70
10-74-50100 BLDG REPAIR & MAINT					
GENERAL FUND	BANK OF AMERICA	16-0609	WINDOW SCREEN	06/09/2016	157.45
GENERAL FUND	RAUL VILLASENOR	10440	TOILET INSTALLATION	06/18/2016	110.00
Total 10-74-50100 BLDG REPAIR & MAINT:					267.45
PUBLIC WORKS ADMINISTRATION					
10-75-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-PW ADMIN	06/16/2016	24.20
Total 10-75-11501 STANDARD DISABILITY INSURANCE:					24.20
10-75-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	092593283-06-	ELEC - 404 BISBEE RD	06/20/2016	39.79
Total 10-75-21000 ELECTRIC:					39.79
10-75-22000 WATER					
GENERAL FUND	AZ WATER COMPANY	03112030003-	WATER/404 BISBEE RD	06/27/2016	19.79
Total 10-75-22000 WATER:					19.79

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
10-75-23000 GAS					
GENERAL FUND	SOUTHWEST GAS CORPORATI	472011113302	GAS-404 BISBEE RD	06/20/2016	40.35
Total 10-75-23000 GAS:					40.35
10-75-24000 TELEPHONE & FAX					
GENERAL FUND	CENTURY LINK	510B-06-16	PHONE SERVICES-PW ADMIN	06/27/2016	33.79
GENERAL FUND	VERIZON	9767036702	CELL PHONE-PW	06/27/2016	73.50
Total 10-75-24000 TELEPHONE & FAX:					107.29
10-75-42020 PRINTING & REPRODUCTION					
GENERAL FUND	COPPER QUEEN PUBLISHING	19019	WORK ORDERS	06/16/2016	144.83
Total 10-75-42020 PRINTING & REPRODUCTION:					144.83
GARAGE					
10-77-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-GARAGE	06/16/2016	36.12
Total 10-77-11501 STANDARD DISABILITY INSURANCE:					36.12
10-77-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	894591280-06-	ELEC - TOVREAVILLE RD WAREHOUSE	06/27/2016	179.75
Total 10-77-21000 ELECTRIC:					179.75
10-77-24000 TELEPHONE & FAX					
GENERAL FUND	CENTURY LINK	418B-06-16	PHONE SERVICES-PW GARAGE	06/27/2016	137.60
GENERAL FUND	VERIZON	9767036702	CELL PHONE-GARAGE	06/27/2016	27.49
Total 10-77-24000 TELEPHONE & FAX:					165.09
10-77-34000 CONTRACT SERVICES					
GENERAL FUND	UNIFIRST CORPORATION	3100787188	UNIFORMS/GAR	06/08/2016	12.99
GENERAL FUND	UNIFIRST CORPORATION	3100788189	UNIFORMS/GAR	06/15/2016	12.99
Total 10-77-34000 CONTRACT SERVICES:					25.98
BUILDING INSPECTOR					
10-79-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-BLDG INSPECTOR	06/16/2016	20.70
Total 10-79-11501 STANDARD DISABILITY INSURANCE:					20.70
10-79-24000 TELEPHONE & FAX					
GENERAL FUND	VERIZON	9767036702	CELL PHONE-BLDG INSP	06/27/2016	20.45
Total 10-79-24000 TELEPHONE & FAX:					20.45
10-79-41500 OFFICE SUPPLIES					
GENERAL FUND	OFFICE DEPOT	844595023001	PLANNER	06/10/2016	24.72
GENERAL FUND	OFFICE DEPOT	844595213001	ADDRESS BOOK	06/10/2016	9.52
Total 10-79-41500 OFFICE SUPPLIES:					34.24

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
PARKS					
10-80-11501 STANDARD DISABILITY INSURANCE					
GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-PARKS	06/16/2016	14.59
Total 10-80-11501 STANDARD DISABILITY INSURANCE:					14.59
10-80-12300 UNIFORMS & CLOTHING					
GENERAL FUND	PRINT & STITCH	3475	UNIFORMS	06/14/2016	50.96
GENERAL FUND	PRINT & STITCH	3481	SAFETY T-SHIRTS	06/16/2016	103.57
GENERAL FUND	PRINT & STITCH	3495	UNIFORMS	06/23/2016	103.57
Total 10-80-12300 UNIFORMS & CLOTHING :					258.10
10-80-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	021462288-06-	ELEC-VISTA PARK	06/27/2016	23.45
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	045362284-08-	ELEC-GOAR PARK	06/20/2016	33.30
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	138222280-06-	ELEC- E VISTA PARK	06/27/2016	24.32
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	230930288-06-	ELEC-BREWERY GULCH C PARK	06/20/2016	28.70
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	512522288-06-	ELEC-MAIN ST PARK	06/20/2016	50.53
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	665470286-06-	ELEC-E VISTA COURT	06/20/2016	35.93
Total 10-80-21000 ELECTRIC:					196.23
10-80-22000 WATER					
GENERAL FUND	AZ WATER COMPANY	03106053651-	WATER/GRASSY PARK	06/20/2016	484.92
GENERAL FUND	AZ WATER COMPANY	03106058001-	WATER/CITY PARK BREWERY	06/20/2016	107.60
GENERAL FUND	AZ WATER COMPANY	03109012304-	WATER/GOAR PARK	06/20/2016	57.98
GENERAL FUND	AZ WATER COMPANY	03109045722-	WATER/TRAFFIC CIRCLE	06/20/2016	47.70
GENERAL FUND	AZ WATER COMPANY	03109069151-	WATER/SAGINAW PARK	06/20/2016	206.83
GENERAL FUND	AZ WATER COMPANY	03112037563-	WATER/MULE MTN GDN PARK	06/28/2016	19.20
GENERAL FUND	AZ WATER COMPANY	03112038121-	WATER/VISTA PARK	06/27/2016	315.42
GENERAL FUND	AZ WATER COMPANY	03112039072-	WATER/W VISTA & HOATSON PARK	06/27/2016	1,257.03
GENERAL FUND	AZ WATER COMPANY	03112040621-	WATER/LOWER E VISTA & TENER BATHROOMS	06/27/2016	515.86
GENERAL FUND	AZ WATER COMPANY	03112047073-	WATER/AZ ST & COLE AVE IRRIGATION	06/27/2016	373.40
GENERAL FUND	AZ WATER COMPANY	03112085601-	WATER/PAUL PARK WARREN PARK	06/27/2016	53.77
GENERAL FUND	AZ WATER COMPANY	03117017901-	WATER/TIN TOWN PARK	06/27/2016	19.20
GENERAL FUND	AZ WATER COMPANY	03117047651-	WATER/GALENA PARK	06/27/2016	19.20
Total 10-80-22000 WATER:					3,478.11
10-80-24000 TELEPHONE & FAX					
GENERAL FUND	VERIZON	9767036702	CELL PHONE-PARKS	06/27/2016	47.94
Total 10-80-24000 TELEPHONE & FAX:					47.94
10-80-34000 CONTRACT SERVICES					
GENERAL FUND	SIERRA VISTA PERSONNEL	20769	TEMPORARY EMPLOYEEES	06/19/2016	410.00
GENERAL FUND	UNIFIRST CORPORATION	3100787189	UNIFORMS/PARKS	06/08/2016	5.71
GENERAL FUND	UNIFIRST CORPORATION	3100788190	UNIFORMS/PARKS	06/15/2016	5.71
Total 10-80-34000 CONTRACT SERVICES					421.42
10-80-46000 OPERATIONAL EXPENSES					
GENERAL FUND	ACE HARDWARE	18223	TOP SOIL	06/22/2016	38.25
GENERAL FUND	ACE HARDWARE	18245	BUSHING PVC, NIPPLE, TEE, ELBOW	06/27/2016	106.64
GENERAL FUND	B&D LUMBER & HARDWARE	145205	PADLOCK, KEYS	06/14/2016	15.03
GENERAL FUND	B&D LUMBER & HARDWARE	145260	BATTERY, NYLON LINE, RESPIRATOR	06/16/2016	72.57

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND	B&D LUMBER & HARDWARE	145288	COUPLING, SLEEVE, AUTOCUT	06/17/2016	50.15
GENERAL FUND	B&D LUMBER & HARDWARE	145304	AUTOCUT/CREDIT	06/17/2016	19.73-
GENERAL FUND	B&D LUMBER & HARDWARE	145359	SCREW, WASHER, TAPE VALVE BOX	06/21/2016	30.89
GENERAL FUND	B&D LUMBER & HARDWARE	145390	COUPLING, PVC PIPE, CUTTER	06/22/2016	23.61
GENERAL FUND	B&D LUMBER & HARDWARE	145435	DUCT TAPE, AXE LEAF RAKE	06/24/2016	75.66
GENERAL FUND	BISBEE ELECTRIC	414876	REPLACE GFI & COVERS	05/29/2016	225.44
GENERAL FUND	BISBEE ELECTRIC	414884	POWER OUT BATHROOMS	06/18/2016	70.00
GENERAL FUND	CALIFORNIA CONTRACTORS I	T31323	SAFETY GLASSES	06/13/2016	26.91
GENERAL FUND	RAUL VILLASENOR	10437	BUBBLER INSTALLATION	06/18/2016	260.00
GENERAL FUND	RAUL VILLASENOR	10438	3 VALVES INSTALLED	06/18/2016	685.00
GENERAL FUND	RAUL VILLASENOR	10441	BUBBLER INSTALLATION	06/18/2016	270.00
Total 10-80-46000 OPERATIONAL EXPENSES:					1,930.42
10-80-46801 REC PROGRAMS/SPECIAL EVENTS					
GENERAL FUND	ALICE HIRALES	16-0621	EVENT CANCELLATION	06/21/2016	100.00
GENERAL FUND	BANK OF AMERICA	16-0609	PAINT	06/09/2016	42.60
GENERAL FUND	HIGH JUMP PARTY RENTALS	4550	JUMPING CASTLES & WATER SLIDES	06/16/2016	1,210.75
Total 10-80-46801 REC PROGRAMS/SPECIAL EVENTS:					1,353.35
10-80-50100 BLDG REPAIR & MAINT					
GENERAL FUND	BISBEE ELECTRIC	414885	POWER OUT TO GFIS	06/19/2016	157.75
Total 10-80-50100 BLDG REPAIR & MAINT:					157.75
10-80-50110 BLDG REPAIR & MAINT-VANDALISM					
GENERAL FUND	BANK OF AMERICA	16-0609	PARK TABLES	06/09/2016	2,455.27
Total 10-80-50110 BLDG REPAIR & MAINT-VANDALISM:					2,455.27
SWIMMING POOL					
10-81-21000 ELECTRIC					
GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	781320283-06-	ELEC-QUALITY HILL POOL	06/20/2016	390.91
Total 10-81-21000 ELECTRIC:					390.91
10-81-22000 WATER					
GENERAL FUND	AZ WATER COMPANY	03106006471-	WATER/POOL	06/20/2016	1,165.71
Total 10-81-22000 WATER:					1,165.71
10-81-24000 TELEPHONE & FAX					
GENERAL FUND	CENTURY LINK	428B-06-16	PHONE SERVICES-SWIMMING POOL	06/27/2016	38.11
Total 10-81-24000 TELEPHONE & FAX:					38.11
10-81-46000 OPERATIONAL EXPENSES					
GENERAL FUND	BANK OF AMERICA	16-0609	POOL PARTS	06/09/2016	240.93
Total 10-81-46000 OPERATIONAL EXPENSES:					240.93
10-81-50100 BLDG REPAIR & MAINT					
GENERAL FUND	PATIO POOLS & SPAS	382817-1	SUPER SOLUBLE #5	05/27/2016	133.43
GENERAL FUND	PATIO POOLS & SPAS	389917-1	SUPER SOLUBLE #5	06/17/2016	266.86

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-81-50100 BLDG REPAIR & MAINT:					400.29
LIBRARY					
10-83-11501 STANDARD DISABILITY INSURANCE GENERAL FUND	MUTUAL OF OMAHA	539873452	STD/LTD-LIBRARY	06/16/2016	20.70
Total 10-83-11501 STANDARD DISABILITY INSURANCE:					20.70
10-83-21000 ELECTRIC GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	882030287-06-	ELEC-6 MAIN ST LIBRARY	06/20/2016	548.28
Total 10-83-21000 ELECTRIC:					548.28
10-83-22000 WATER GENERAL FUND	AZ WATER COMPANY	03106016751-	WATER/LIBRARY	06/20/2016	57.38
Total 10-83-22000 WATER:					57.38
10-83-24000 TELEPHONE & FAX GENERAL FUND	CENTURY LINK	414B-06-16	PHONE SERVICES-LIBRARY	06/27/2016	199.89
Total 10-83-24000 TELEPHONE & FAX:					199.89
10-83-31000 PROFESSIONAL FEES GENERAL FUND	TRACHTMAN, SEAN	16-0622	IT SUPPORT/LIBRARY	06/22/2016	600.00
Total 10-83-31000 PROFESSIONAL FEES:					600.00
10-83-41500 OFFICE SUPPLIES GENERAL FUND	OFFICE DEPOT	843046250001	CANNED AIR	06/02/2016	34.22
Total 10-83-41500 OFFICE SUPPLIES:					34.22
10-83-43500 POSTAGE GENERAL FUND	PURCHASE POWER	16-0717	REFILL POSTAGE METER/LIB	06/19/2016	324.93
Total 10-83-43500 POSTAGE:					324.93
10-83-46831 BOOKS GENERAL FUND	BAKER & TAYLOR, INC.	4011626995	BOOKS/LIBRARY	06/07/2016	35.72
Total 10-83-46831 BOOKS:					35.72
10-83-46834 PERIODICALS GENERAL FUND	THE SUN	16-0504	ANNUAL ISSUES/LIB	05/04/2016	42.00
Total 10-83-46834 PERIODICALS:					42.00
SENIOR CITIZENS CENTER					
10-85-21000 ELECTRIC GENERAL FUND	AZ PUBLIC SERVICE (2 of 3)	816422284-06-	ELEC - 300 COLLINS RD	06/27/2016	575.15
Total 10-85-21000 ELECTRIC:					575.15
10-85-24000 TELEPHONE & FAX GENERAL FUND	CENTURY LINK	416B-06-16	PHONE SERVICES-SENIOR CENTER	06/27/2016	67.58

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 10-85-24000 TELEPHONE & FAX:					67.58
10-85-24001 INTERNET ACCESS FEES					
GENERAL FUND	CABLE ONE	16-0626/SC	INTERNET SRVC/SC	06/27/2016	59.50
Total 10-85-24001 INTERNET ACCESS FEES:					59.50
CONTINGENCY					
10-99-99100 UNASSIGNED EXPENSES					
GENERAL FUND	RUGGED NOTEBOOKS	IN12195	RUGGED NOTEBOOKS	06/10/2016	863.99
Total 10-99-99100 UNASSIGNED EXPENSES:					863.99
PUBLIC SAFETY - FIRE GRANTS					
GRANT EXP - PS - FIRE					
17-40-22501 FEMA (FIRE TRUCK)					
PUBLIC SAFETY - FIRE GRANTS	BANK OF AMERICA	16-0609	TITLE REGISTRATION	06/09/2016	6,620.12
Total 17-40-22501 FEMA (FIRE TRUCK):					6,620.12
TRANSIENT ROOM TAX					
FUND EXPENDITURES					
20-40-11501 STANDARD DISABILITY INSURANCE					
TRANSIENT ROOM TAX	MUTUAL OF OMAHA	539873452	STD/LTD-VISITOR CENTER	06/16/2016	16.23
Total 20-40-11501 STANDARD DISABILITY INSURANCE:					16.23
20-40-13100 BUSINESS TRAVEL					
TRANSIENT ROOM TAX	LURIA, JENNIFER	16-0616	REIMBURSEMENT/MILEAGE	06/16/2016	100.44
TRANSIENT ROOM TAX	LURIA, JENNIFER	16-0622	REIMBURSEMENT/MILEAGE	06/22/2016	48.60
Total 20-40-13100 BUSINESS TRAVEL:					149.04
20-40-13400 EDUCATION & TRAINING					
TRANSIENT ROOM TAX	BANK OF AMERICA	16-0609	REGISTRATION	06/09/2016	161.35
TRANSIENT ROOM TAX	BANK OF AMERICA	16-0609	REGISTRATION	06/09/2016	40.00
TRANSIENT ROOM TAX	BANK OF AMERICA	16-0609	CONFERENCE	06/09/2016	110.93
Total 20-40-13400 EDUCATION & TRAINING:					312.28
20-40-24000 TELEPHONE & FAX					
TRANSIENT ROOM TAX	CENTURY LINK	500B-06-16	PHONE SERVICES-VISITOR CTR	06/27/2016	38.70
TRANSIENT ROOM TAX	VERIZON	9767036702	CELL PHONE-VC	06/27/2016	18.48
Total 20-40-24000 TELEPHONE & FAX:					57.16
20-40-42040 ADVERTISING					
TRANSIENT ROOM TAX	ARIZONA JEWISH LIFE	4113	1/4 PAGE AD	06/21/2016	539.00
TRANSIENT ROOM TAX	COCHISE COUNTY TREASURE	16-0620	CCTC TOURISM COB SHARE/Q4	06/20/2016	2,889.75
TRANSIENT ROOM TAX	JONES OUTDOOR ADVERTISIN	106995	BILLBOARD HWY 80 1YR LEASE	06/01/2016	1,707.75
TRANSIENT ROOM TAX	MADDEN MEDIA	201603138	1/4 PAGE AD	06/17/2016	475.17
Total 20-40-42040 ADVERTISING:					5,411.67

STREETS

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
FUND EXPENDITURES					
21-40-11501 STANDARD DISABILITY INSURANCE					
STREETS	MUTUAL OF OMAHA	539873452	STD/LTD-STREET O&M	06/16/2016	35.82
Total 21-40-11501 STANDARD DISABILITY INSURANCE:					35.82
21-40-21000 ELECTRIC					
STREETS	AZ PUBLIC SERVICE (2 of 3)	048174287-06-	ELEC-60 BREWERY GULCH SHOP3	06/20/2016	32.25
STREETS	AZ PUBLIC SERVICE (2 of 3)	250201288-06-	ELEC-HWY 92 DD	06/27/2016	12.52
STREETS	AZ PUBLIC SERVICE (2 of 3)	482964282-06-	ELEC-60 BREWERY GULCH SHOP4	06/20/2016	24.16
STREETS	AZ PUBLIC SERVICE (2 of 3)	499174286-06-	ELEC-60 BREWERY GULCH SHOP2	06/20/2016	45.97
STREETS	AZ PUBLIC SERVICE (2 of 3)	601982282-06-	ELEC- 951 NACO HWY	06/27/2016	94.89
STREETS	AZ PUBLIC SERVICE (2 of 3)	690982286-06-	ELEC-170 HWY 92	06/27/2016	115.70
STREETS	AZ PUBLIC SERVICE (2 of 3)	843174288-06-	ELEC-60 BREWERY GULCH SHOP 1	06/20/2016	30.66
STREETS	AZ PUBLIC SERVICE (2 of 3)	922296284-06-	ELEC-LOWELL TR CIRCLE	06/20/2016	25.02
STREETS	AZ PUBLIC SERVICE (2 of 3)	994591280-06-	ELEC - TOVREAVILLE RD WAREHOUSE - STREET	06/27/2016	89.88
STREETS	AZ PUBLIC SERVICE (3 of 3)	AR0480005091	STREET LIGHTS/STREETS	06/16/2016	1,764.29
Total 21-40-21000 ELECTRIC:					2,235.34
21-40-24000 TELEPHONE & FAX					
STREETS	VERIZON	9767036702	CELL PHONE-STREETS	06/27/2016	36.92
Total 21-40-24000 TELEPHONE & FAX:					36.92
21-40-34000 CONTRACT SERVICES					
STREETS	UNIFIRST CORPORATION	3100787179	UNIFORMS/STR	06/08/2016	17.13
STREETS	UNIFIRST CORPORATION	3100788179	UNIFORMS/STR	06/15/2016	17.13
Total 21-40-34000 CONTRACT SERVICES:					34.26
21-40-45200 SAFETY EQUIP & SUPPLIES					
STREETS	CALIFORNIA CONTRACTORS I	T31323	SAFETY GLASSES	06/13/2016	26.91
Total 21-40-45200 SAFETY EQUIP & SUPPLIES:					26.91
21-40-46000 OPERATIONAL EXPENSES					
STREETS	B&D LUMBER & HARDWARE	145191	TAPE, PREMIX CONCRETE	06/14/2016	31.42
STREETS	B&D LUMBER & HARDWARE	145217	BRUSH, GLUE, NUTS	06/14/2016	31.73
STREETS	B&D LUMBER & HARDWARE	145252	ROOFER KIT	06/16/2016	131.67
STREETS	B&D LUMBER & HARDWARE	145255	ANCHORS	06/16/2016	9.95
STREETS	B&D LUMBER & HARDWARE	145258	BIT	06/16/2016	13.65
STREETS	B&D LUMBER & HARDWARE	145264	CUTTING WHEEL, FLAP DISC	06/16/2016	55.17
STREETS	B&D LUMBER & HARDWARE	145267	ANCHORS	06/16/2016	6.30
STREETS	B&D LUMBER & HARDWARE	145283	PLIERS, TAPE	06/16/2016	57.05
STREETS	B&D LUMBER & HARDWARE	145344	BOLTS, WASHERS, SCREWS	06/21/2016	48.53
STREETS	B&D LUMBER & HARDWARE	145345	ROOFERS KIT	06/21/2016	131.67
STREETS	B&D LUMBER & HARDWARE	145437	LUMBER	06/24/2016	45.40
STREETS	ROADSAFE TRAFFIC SYSTEMS	45239	HANDICAP STENCIL	05/20/2016	91.89
Total 21-40-46000 OPERATIONAL EXPENSES:					654.43
21-40-46210 STREET REPAIR MAT - SALES TAX					
STREETS	KE & G DEVELOPMENT	169	ASPHALT	06/14/2016	1,613.49
STREETS	KE & G DEVELOPMENT	172	ASPHALT	06/27/2016	50,138.93
STREETS	KE & G DEVELOPMENT	173	ASPHALT	06/27/2016	33,356.33
STREETS	KE & G DEVELOPMENT	175	ASPHALT	06/27/2016	9,581.87

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
STREETS	WESTERN EMULISONS, INC	33003	TACK OIL, TOTE	06/21/2016	2,324.46
Total 21-40-46210 STREET REPAIR MAT - SALES TAX:					97,013.08
21-40-46211 STREET REPAIR MATERIAL					
STREETS	COCHISE COUNTY TREASURE	16-0611	CUSTOM SIGNS	06/11/2016	205.67
Total 21-40-46211 STREET REPAIR MATERIAL:					205.67
21-40-61000 VEHICLE PARTS & LABOR					
STREETS	ARNOLD MACH CO	B24554	WATER PUMP/SWEEPER	06/20/2016	318.72
STREETS	WILLCOX AUTO PARTS INC.	111110	FUEL FILTER	05/24/2016	1.82
STREETS	WILLCOX AUTO PARTS INC.	112991	HOSE, HOSE END	06/15/2016	39.68
STREETS	WILLCOX AUTO PARTS INC.	113347	HOSE, HOSE END	06/20/2016	88.77
Total 21-40-61000 VEHICLE PARTS & LABOR:					448.99
21-40-62003 GASOLINE					
STREETS	SENERGY PETROLEUM	287129	STREETS FUEL/UNLEADED	06/14/2016	1,602.80
Total 21-40-62003 GASOLINE:					1,602.80
21-40-62004 DIESEL					
STREETS	SENERGY PETROLEUM	287129	STREETS FUEL/DIESEL	06/14/2016	2,043.10
Total 21-40-62004 DIESEL:					2,043.10
MISC. DONATIONS					
FUND EXPENDITURES					
48-40-22504 RYAN MIELE ENDOW/ANIMAL WELFARE					
MISC. DONATIONS	CORONADO VETERINARY HOS	302874	VETERINARY SERVICES/KITTENS	06/23/2016	609.81
Total 48-40-22504 RYAN MIELE ENDOW/ANIMAL WELFARE:					609.81
48-40-22516 Movies in the Park/Equipment					
MISC. DONATIONS	BANK OF AMERICA	16-0609	SWANK MOTION PICTURES	06/09/2016	493.81
Total 48-40-22516 Movies in the Park/Equipment:					493.81
AIRPORT FUND					
FUND EXPENDITURES					
50-40-24000 TELEPHONE & FAX					
AIRPORT FUND	CENTURY LINK	426B-06-16	PHONE SERVICES-AIRPORT	06/27/2016	33.07
AIRPORT FUND	CENTURY LINK	703B-06-16	PHONE SERVICES-AIRPORT	06/27/2016	34.71
Total 50-40-24000 TELEPHONE & FAX:					67.78
50-40-37000 PROPERTY, CASUALTY, LIABILITY					
AIRPORT FUND	SOUTHWEST RISK SERVICE	42611	AVIATION POLICY RENEWAL/AIRPORT	06/17/2016	3,320.00
Total 50-40-37000 PROPERTY, CASUALTY, LIABILITY:					3,320.00
POLICE SPECIAL REVENUE& GRANTS					
FUND EXPENDITURES					
53-40-31000 DEPT. OF JUSTICE (VESTS)					
POLICE SPECIAL REVENUE& GRANTS	FX TACTICAL	T2-0006693	VESTS	06/27/2016	6,046.03

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 53-40-31000 DEPT. OF JUSTICE (VESTS):					6,048.03
SEWER FUND					
54-1019900 CLEARING ACCT--SEWER/TRASH A/R					
SEWER FUND	LINDEN DISTRIBUTING, INC	16-0616	REFUND- SEWER & GARBAGE	06/16/2016	993.48
Total 54-1019900 CLEARING ACCT--SEWER/TRASH A/R:					993.48
FUND EXPENDITURES					
54-40-11501 STANDARD DISABILITY INSURANCE					
SEWER FUND	MUTUAL OF OMAHA	539873452	STD/LTD-SEWER	06/16/2016	136.61
Total 54-40-11501 STANDARD DISABILITY INSURANCE:					136.61
54-40-21000 ELECTRIC					
SEWER FUND	AZ PUBLIC SERVICE (2 of 3)	604550288-06-	ELEC-42 WARREN CUT OFF BLDG A/SEWER	06/20/2016	41.47
SEWER FUND	AZ PUBLIC SERVICE (2 of 3)	914128284-06-	ELEC-302 TERAN ST.	06/27/2016	32.35
SEWER FUND	AZ PUBLIC SERVICE (2 of 3)	918873289-06-	ELEC-42 WARREN CUT OFF BLDG B/SEWER	06/20/2016	782.12
Total 54-40-21000 ELECTRIC:					855.94
54-40-22000 WATER					
SEWER FUND	AZ WATER COMPANY	03109081151-	WATER/HWY 80 SEWER POND	06/20/2016	79.77
Total 54-40-22000 WATER:					79.77
54-40-24000 TELEPHONE & FAX					
SEWER FUND	CENTURY LINK	262B-06-16	PHONE SERVICES-WW	06/27/2016	174.50
SEWER FUND	CENTURY LINK	424B-06-16	PHONE SERVICES-WW	06/27/2016	33.79
SEWER FUND	VERIZON	9767036702	CELL PHONE-SEWER ON CALL	06/27/2016	20.45
SEWER FUND	VERIZON	9767036702	CELL PHONE-SEWER	06/27/2016	102.97
Total 54-40-24000 TELEPHONE & FAX:					331.71
54-40-24001 INTERNET ACCESS FEE					
SEWER FUND	CABLE ONE	16-0626/WW	INTERNET SVC/WW	06/27/2016	67.99
Total 54-40-24001 INTERNET ACCESS FEE :					67.99
54-40-34000 CONTRACT SERVICES					
SEWER FUND	UNIFIRST CORPORATION	3100780075	UNIFORMS/WW	04/20/2016	11.42
SEWER FUND	UNIFIRST CORPORATION	3100781084	UNIFORMS/WW	04/27/2016	11.42
SEWER FUND	UNIFIRST CORPORATION	3100784149	UNIFORMS/WW	05/18/2016	22.84
SEWER FUND	UNIFIRST CORPORATION	3100788180	UNIFORMS/WW	06/15/2016	22.84
SEWER FUND	UNIFIRST CORPORATION	3100788181	UNIFORMS/WW	06/15/2016	50.18
SEWER FUND	UNIFIRST CORPORATION	3100789179	UNIFORMS/WW	06/22/2016	22.84
Total 54-40-34000 CONTRACT SERVICES:					141.54
54-40-41500 OFFICE SUPPLIES					
SEWER FUND	OFFICE DEPOT	843235938001	SCISSORS, DISPENSER, HIGHLIGHTER	06/03/2016	17.80
Total 54-40-41500 OFFICE SUPPLIES:					17.80

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
54-40-45100 DISPOSABLE EQUIP & TOOLS					
SEWER FUND	ACE HARDWARE	18156	STRAP WRAP, CABLE TIE, RAKE	06/14/2016	73.86
SEWER FUND	USA BLUEBOOK	968904	RUST OLEUM PAINT	06/02/2016	148.26
Total 54-40-45100 DISPOSABLE EQUIP & TOOLS:					222.12
54-40-45200 SAFETY EQUIP & SUPPLIES					
SEWER FUND	CALIFORNIA CONTRACTORS I	T31323	SAFETY GLASSES	06/13/2016	26.91
SEWER FUND	CONNEY SAFETY PRODUCTS	5159352	GLV SHW NDX PLS NRL	06/03/2016	75.34
SEWER FUND	CONNEY SAFETY PRODUCTS	5159360	GLV SHOW A BIO NITRL	06/03/2016	19.60
SEWER FUND	CONNEY SAFETY PRODUCTS	5161992	GLV HGH FV VNL IND	06/08/2016	55.86
Total 54-40-45200 SAFETY EQUIP & SUPPLIES:					177.71
54-40-46000 OPERATIONAL EXPENSES					
SEWER FUND	ACE HARDWARE	18247	SAW HOLE, BIT PILOT, FLAT FILE	06/27/2016	40.52
SEWER FUND	B&D LUMBER & HARDWARE	145208	PLUMBING PARTS	06/14/2016	48.39
SEWER FUND	B&D LUMBER & HARDWARE	145213	CEMENT ALL	06/14/2016	30.72
SEWER FUND	B&D LUMBER & HARDWARE	145245	HOSE FITTING, TIRE CHUCK, COUPLER	06/15/2016	18.53
SEWER FUND	B&D LUMBER & HARDWARE	145320	MOUSE TRAP, TRIMMER LINE	06/18/2016	24.84
SEWER FUND	B&D LUMBER & HARDWARE	145353	PLIERS, BLEACH	06/21/2016	21.05
SEWER FUND	B&D LUMBER & HARDWARE	145386	BATTERIES, FLASHLIGHT	06/22/2016	33.14
SEWER FUND	B&D LUMBER & HARDWARE	145473	DRILL BIT, IMPACT DRILL KIT	06/27/2016	287.52
SEWER FUND	B&D LUMBER & HARDWARE	145477	DRILL BIT CREDIT	06/27/2016	11.00
Total 54-40-46000 OPERATIONAL EXPENSES:					493.71
54-40-46542 LAB SUPPLIES & TESTING					
SEWER FUND	ENVIRONMENTAL RESOURCE	795371	WW-PH, COLIFORM MICROBE	06/06/2016	342.34
SEWER FUND	LEGEND TECHNICAL SERVICE	1608456	CHEMICALS	06/16/2016	85.00
SEWER FUND	LEGEND TECHNICAL SERVICE	1608593	CHEMICALS	06/20/2016	133.00
SEWER FUND	USA BLUEBOOK	966882	POTASSIUM CHLORIDE, BEAKERS	06/01/2016	79.78
SEWER FUND	USA BLUEBOOK	970061	THERMOMETER	06/03/2016	88.20
Total 54-40-46542 LAB SUPPLIES & TESTING:					728.32
54-40-46544 SLUDGE REMOVAL					
SEWER FUND	WASTE DISPOSAL, LLC	74565	ROLL OFF	04/29/2016	840.00
Total 54-40-46544 SLUDGE REMOVAL:					840.00
54-40-47000 PERMITS & LICENSES					
SEWER FUND	AZ BLUE STAKE, INC	2016-SA0062	SEMI-ANNUAL ASSESSMENT/WW	06/30/2016	500.92
Total 54-40-47000 PERMITS & LICENSES:					500.92
54-40-55000 EQUIPMENT REPAIR & MAINT					
SEWER FUND	HUBER TECHNOLOGY INC	CD10014447	VALVE COIL, VALVE BODY	06/10/2016	1,071.60
SEWER FUND	UV DOCTOR SYSTEMS LLC	319	ANTI-CLEAN SOLUTION GEL	06/15/2016	330.00
Total 54-40-55000 EQUIPMENT REPAIR & MAINT:					1,401.60
SANITATION FUND					
FUND EXPENDITURES					
56-40-11501 STANDARD DISABILITY INSURANCE					
SANITATION FUND	MUTUAL OF OMAHA	539873452	STD/LTD-SANITATION	06/16/2016	104.15

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 56-40-11501 STANDARD DISABILITY INSURANCE:					104.15
56-40-21000 ELECTRIC					
SANITATION FUND	AZ PUBLIC SERVICE (2 of 3)	994591280-06-	ELEC - TOVREAVILLE RD WAREHOUSE - SANITAT	06/27/2016	89.88
Total 56-40-21000 ELECTRIC:					89.88
56-40-24000 TELEPHONE & FAX					
SANITATION FUND	VERIZON	9767036702	CELL PHONE-SANITATION	06/27/2016	206.01
Total 56-40-24000 TELEPHONE & FAX					206.01
56-40-34000 CONTRACT SERVICES					
SANITATION FUND	UNIFIRST CORPORATION	3100787190	UNIFORMS/SAN	06/08/2016	39.97
SANITATION FUND	UNIFIRST CORPORATION	3100788191	UNIFORMS/SAN	06/15/2016	39.97
Total 56-40-34000 CONTRACT SERVICES:					79.94
56-40-45200 SAFETY EQUIP & SUPPLIES					
SANITATION FUND	CALIFORNIA CONTRACTORS I	T31323	SAFETY GLASSES	06/13/2016	26.91
Total 56-40-45200 SAFETY EQUIP & SUPPLIES:					26.91
56-40-46000 OPERATIONAL EXPENSES					
SANITATION FUND	B&D LUMBER & HARDWARE	145418	BACK SUPPORT	06/23/2016	16.57
Total 56-40-46000 OPERATIONAL EXPENSES					16.57
56-40-61000 VEHICLE PARTS & LABOR					
SANITATION FUND	FREIGHTLINER OF ARIZONA, L	R004018783 0	DRIVE BELT	06/16/2016	348.84
SANITATION FUND	SOUTHWESTERN EQUIPMENT	32683	PO CHECK VALVE, CLAMP HOSE	06/15/2016	198.16
SANITATION FUND	WILLCOX AUTO PARTS INC.	112512	HOSE, HOSE END	06/09/2016	80.84
Total 56-40-61000 VEHICLE PARTS & LABOR:					627.84
QUEEN MINE FUND					
FUND EXPENDITURES					
59-40-11501 STANDARD DISABILITY INSURANCE					
QUEEN MINE FUND	MUTUAL OF OMAHA	539873452	STD/LTD-QUEEN MINE	06/16/2016	68.73
Total 59-40-11501 STANDARD DISABILITY INSURANCE:					68.73
59-40-21000 ELECTRIC					
QUEEN MINE FUND	AZ PUBLIC SERVICE (2 of 3)	035940289-06-	ELEC-HWY 80 QM	06/20/2016	984.31
Total 59-40-21000 ELECTRIC:					984.31
59-40-22000 WATER					
QUEEN MINE FUND	AZ WATER COMPANY	03109024701-	WATER/QUEEN MINE	06/20/2016	278.90
Total 59-40-22000 WATER:					278.90
59-40-24000 TELEPHONE & FAX					
QUEEN MINE FUND	CENTURY LINK	406B-06-16	PHONE SERVICES-QM	06/27/2016	139.97
QUEEN MINE FUND	VERIZON	9767036702	CELL PHONE-QM	06/27/2016	18.46

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 59-40-24000 TELEPHONE & FAX:					158.43
59-40-24001 INTERNET ACCESS FEE					
QUEEN MINE FUND	BANK OF AMERICA	16-0609	INTERNET SERVICE	06/09/2016	78.77
Total 59-40-24001 INTERNET ACCESS FEE:					78.77
59-40-41500 OFFICE SUPPLIES					
QUEEN MINE FUND	BANK OF AMERICA	16-0609	MICROSOFT OFFICE/2016	06/09/2016	277.02
Total 59-40-41500 OFFICE SUPPLIES:					277.02
59-40-42040 ADVERTISING					
QUEEN MINE FUND	MADDEN MEDIA	201603161	1/4 PAGE AD	06/17/2016	682.43
Total 59-40-42040 ADVERTISING					682.43
59-40-46030 CONCESSION SUPPLIES					
QUEEN MINE FUND	BANK OF AMERICA	16-0609	CANDY BARS	06/09/2016	64.39
QUEEN MINE FUND	BANK OF AMERICA	16-0609	CANDY BARS	06/09/2016	48.16
QUEEN MINE FUND	BANK OF AMERICA	16-0609	CANDY BARS	06/09/2016	14.23
Total 59-40-46030 CONCESSION SUPPLIES					126.78
59-40-46591 MERCHANDISE					
QUEEN MINE FUND	BANK OF AMERICA	16-0609	SPLASH COPPER	06/09/2016	853.74
QUEEN MINE FUND	BRUCE MEAD JEWELERS	16-0617	AZURITE & MALACHITE	06/17/2016	2,378.00
Total 59-40-46591 MERCHANDISE:					3,231.74
BISBEE BUS FUND					
FUND EXPENDITURES					
96-40-41505 ADMIN MISC EXPENSES					
BISBEE BUS FUND	VERIZON	9767044203	CELL PHONE-BISBEE BUS	06/27/2016	52.74
Total 96-40-41505 ADMIN MISC EXPENSES:					52.74
96-40-41607 CITY OPERATING EXPENSE					
BISBEE BUS FUND	BISBEE OBSERVER	18407	PUBLIC NOTICE/FREE TRANSIT	06/23/2016	295.66
BISBEE BUS FUND	CITY OF DOUGLAS	201606133429	BUS OPERATING SERVICES/MAY	06/27/2016	19,696.95
BISBEE BUS FUND	OFFICE DEPOT	845336898001	QUARTER ROLLS, PENCILS	06/14/2016	24.17
BISBEE BUS FUND	TRACHTMAN, SEAN	16-0628BUS	IT SUPPORT/BUS	06/28/2016	250.00
BISBEE BUS FUND	WILLCOX AUTO PARTS INC.	112853	BRAKE PADS	06/14/2016	51.84
Total 96-40-41607 CITY OPERATING EXPENSE:					20,318.62
Grand Totals:					379,232.89

Fund	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 27, 2016

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 April 5, 2016 AT 7:00PM

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 April 5, 2016 at 7:00PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle, Mayor

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, APRIL 5, 2016, AT 7:00 PM IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL

Councilmember Eugene Conners, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Shirley Doughty, Ward III
Mayor Ronald Oertle
Councilmember Anna Cline, Ward III, Mayor Pro Tempore
Councilmember Douglas Dunn, Ward II
Councilmember Serena Sullivan, Ward I

STAFF

Jestin Johnson, City Manager
Ashlee Coronado, City Clerk
Sharon Buono, Finance Director
Marc Burneleit, Fire Chief
Andy Haratyk, Interim Public Works Director

CITY ATTORNEY

Britt Hanson

INVOCATION: Mayor Oertle asked that we reflect on the good things in our life, our family, friends, the fabulous community we live in and the fun things we do.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Oertle presented Kikey Pena with the Prudential Spirit of Community Award Proclamation.
- Mayor Oertle read the Water Wise Proclamation and proclaimed April as Water Awareness Month.
- Mayor Oertle read a Mayor and Council Recognition Day for National Service Proclamation.

CALL TO THE PUBLIC

- Susan Blackford, Bisbee resident thanked Councilmembers Conners, Doughty, Cline and the Mayor for looking out for the interests of the town by opening the process for a City Manager to all over the country and not just to those in town or in City Hall. She stated issues with hiring an inexperienced City Manager.
- Laura Smith, Bisbee resident submitted a petition regarding the Bisbee Farmers Market. Mr. Jim Burke read the petition. This petition requested changing the event from a Special Use Permit to a status of a Community Service and Outreach Program, it also addressed past due fees along with future fees.

- Doug Stanhope, Bisbee resident spoke in support of the Goar Park Lunches. He supported the lunched staying in Goar Park.

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 \$483,981.34.
SECOND: Councilmember Doughty MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on March 15, 2016 at 7:00PM.

Ashlee Coronado, City Clerk

- B. Approval of the Appointment of Brent Weller to the Appeals Board for the Property Maintenance Code.

Ashlee Coronado, City Clerk

- C. Approval of the Appointment of Allen Hoese to the Appeals Board for the Property Maintenance Code.

Ashlee Coronado, City Clerk

- D. Approval of the Appointment of John Crow to the Appeals Board for the Property Maintenance Code.

Ashlee Coronado, City Clerk

- E. Approval of the Appointment of Tazlina Shake to the Youth Council.

Ashlee Coronado, City Clerk

- F. Approval of a Special Event Liquor License Application Submitted by the Bisbee Radio Project, Inc. (KBRP) for an Event to be held at the Bisbee Royale on Saturday, April 23, 2016 from 5:00PM to 11:59PM; Ryan Bruce, Application.

Ashlee Coronado, City Clerk

Councilmember Sullivan requested that Consent Agenda Items 2D be pulled for discussion.

MOTION: Councilmember Cline moved to approve the Consent Agenda items 2A,B,C,E&F.

SECOND: Councilmember Doughty

ROLL CALL VOTE:

AYES: Councilmember Conners, Hansen, Doughty, Cline, Dunn, Sullivan and Mayor Oertle

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

Councilmember Sullivan said that Mr. Crow also served on the Design Review Board which the Appeals Board governing over the Property Maintenance Code. She asked if there would be a conflict of interest.

Mr. Hanson, City Attorney said that there would be no conflict.

MOTION: Councilmember Cline moved to approve the Consent Agenda items 2D.

SECOND: Councilmember Sullivan

ROLL CALL VOTE:

AYES: Councilmember Conners, Hansen, Doughty, Cline, Dunn, Sullivan and Mayor Oertle

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

OLD BUSINESS

NEW BUSINESS

Mayor Oertle said that without objection from the Council Item number 12 would be moved up on the agenda.

12. Discussion and Possible Approval for the City of Bisbee to Join the Cochise Conservation Recharge Network (CCRN).

Jestin Johnson, City Manager

Mr. Johnson explained that this MOU would provide an opportunity for the City of Bisbee to participate in the conversations and discussion that happen related to the Sierra Vista Subwatershed. This MOU does not commit us to any projects. Mr. Johnson turned the floor over to Ms. Cado Daily.

Ms. Daily reiterated what Mr. Johnson said. This was an invitation for the City of Bisbee to be part of the conversation. She said that she supported the City of Bisbee entering into this agreement. We have an interest in how our water resources are managed.

Jed-Henry Witowski, Bisbee resident said that it would be a great idea to join in on this.

MOTION: Councilmember Dunn moved that the City of Bisbee joins the Cochise Conservation Recharge Network.

SECOND: Councilmember Sullivan

MOTION PASSED: UNANIMOUSLY

3. Presentation on the Old Bisbee Parking Study.

Jestin Johnson, City Manager/ Torin Sadow, Public Works Intern

Mr. Johnson said that Torin had been on board with the City since January and we were very excited about the work he had completed. He then turned the floor over to Mr. Torin Sadow.

Mr. Sadow gave a presentation on the current parking structure in Bisbee. He went on to present a new parking structure that would allow for longer parking structures that would allow visitors to stay and enjoy the town.

Mayor and Council thanked Mr. Sadow for all of his hard work he has done on this study.

4. Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-16-01, Authorizing the Sale and Transfer of City Property Located East of 536 C Warren Hill Street.

Jestin Johnson, City Manager

Mr. Hanson explained that this was the last step in the sale and transfer of City property that was offered at auction on November 2, 2015.

MOTION: Councilmember Dunn moved to approve the Notice of Intent to Adopt Ordinance O-16-01, authorizing the sale and transfer of City property located East of 536 C Warren Hill Street.

SECOND: Councilmember Conners

ROLL CALL VOTE:

AYES: Councilmember Conners, Hansen, Doughty, Cline, Dunn, Sullivan and Mayor Oertle

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

5. Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-16-02, Authorizing the Sale and Transfer of City Property Located East of 534 C Warren Hill Street.
Jestin Johnson, City Manager

Mr. Hanson explained that this item was similar to the previous item, which was the final step in the sale and transfer of City property that was offered at auction on November 2, 2015.

MOTION: Councilmember Conners moved to approve the Notice of Intent to Adopt Ordinance O-16-02, authorizing the sale and transfer of City property located East of 534 B Warren Hill Street.

SECOND: Councilmember Sullivan

ROLL CALL VOTE:

AYES: Councilmember Conners, Hansen, Doughty, Cline, Dunn, Sullivan and Mayor Oertle

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

6. Discussion and Possible Approval for the Purchase of a Cardiac Monitor from Physio Control, Inc. in the Amount of \$35,013.45.
Marc Burneleit, Fire Chief

Chief Burneleit said that there was a great opportunity to purchase some much needed equipment. Chief Burneleit said that a few of the fire fighters would show the different models of Cardiac Monitors. They went over all the models the City currently has along with the model they are requesting. He explained that the Fire Department was very privileged to have been awarded this grant through the Buffett Foundation he also thanked Mr. David Smith and Mr. Leonard Temby for applying for this grant.

MOTION: Councilmember Cline moved to approve the purchase of a Cardiac Monitor from Physio Control, Inc in the amount of \$35,013.45.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

7. Discussion and Possible Approval of a Service Agreement with Entech for the Servicing of the Bisbee Fire Departments Defibrillator's, AED's and Pulse Ox.
Marc Burneleit, Fire Chief

Chief Burneleit explained that the reason we had been able to keep our equipment for so long was due to this Service Agreement. He said that this company comes out twice a year to calibrate the equipment and make sure that it was in working condition.

MOTION: Councilmember Sullivan moved to approve the service agreement with Entech for the servicing of the Bisbee Fire Department Defibrillator's, AED's and Pulse Ox.

SECOND: Councilmember Conners

MOTION PASSED: UNANIMOUSLY

8. Discussion and Possible Approval to Extend a Public Right of Way Use Permit for Lunches at Goar Park for Dan Maldonado for One Year Effective April 5, 2016 to April 5, 2017.
Andy Haratyk, Interim Public Works Director

Mr. Haratyk explained that this parks permit would extend the park permit for the free Goar Park Lunches. Mr. Haratyk gave the history into the Goar Park Lunches. He said that these lunches had been going on for the last 5 years. He said that there had been some discussion on moving these lunches to a different location, but Goar Park was a perfect location for these lunches.

Councilmember Doughty said that she had been in Old Bisbee during these lunches and there was a very large crowd. She supported this permit.

Dan Maldonado, Bisbee resident gave a rundown of the Goar Park lunches and how they came to be. He decided to take on one day a week serving lunches in the park and it evolved from there. He said that there are around 600 lunches served a month. He said they serve about 50 lunches per day and then they clean up the park to leave it better than they found it. He listed his many community supporters. He thanked the Council for their consideration.

Kelly Galligan, Bisbee resident read a statement from the owner of the Quarry restaurant, Dana House who supported the lunches in the park. She then went on say that she seconded the statement she just read. She said that this was an asset to the entire community.

David Potts, Bisbee resident said that he had just moved to Bisbee with his family. The reason he chose to move his family to Bisbee was because of people like Dan Maldonado. He loves this community, if it weren't for the lunches he would have been lost with two kids. He was very grateful for these lunches.

Christine Plascencia, Bisbee resident spoke in praise of the efforts of the community. She commended everyone for their participation. She appreciated what was being done with these lunches. She also encouraged a long term plan for what was currently being offered at the park, not to hide people away, but to provide them with a safe private environment to receive these benefits.

Karen Schumacher, Bisbee resident spoke in support of the Goar Park lunches. She urged Council to approve the permit for Goar Park Lunches.

Bill Higgins, Bisbee resident also spoke in support of the Goar Park Lunches. It speaks well for this town.

Councilmember Sullivan said that she attended Goar Park Lunches today. The meals are healthy and balanced. Mr. Maldonado does the majority of cooking on his own and he puts in an outrageous amount of work out of the kindness of his heart.

Councilmember Conners said that he supported this permit. He said that this was a wonderful thing going on.

MOTION: Councilmember Conners moved to approve to extend the public right of way use permit for lunches at Goar Park for Dan Maldonado for one year effective April 5, 2016 to April 5, 2017.

SECOND: Councilmember Doughty

MOTION PASSED: UNANIMOUSLY

9. Discussion and Possible Approval to Enter into a Through the Fence Agreement with Private Users of the Bisbee Municipal Airport.
Andy Haratyk, Interim Public Works Director

Mr. Haratyk explained that this agreement had been a long time coming. We are finally at a point that we have an agreement that could be sent to the property owners for signature. The Federal Aviation Administration (FAA) requires us to have this agreement with private users of the airport.

MOTION: Councilmember Hansen moved to approve entering into a Through the Fence Agreement with Private Users of the Bisbee Municipal Airport.

SECOND: Councilmember Conners

MOTION PASSED: UNANIMOUSLY

10. Discussion and Possible Approval to Enter into a Contract with Engineering & Environmental Consultants, Inc (EEC) to Complete a Tintown Drainage Study and Determine Alternative Solutions to Erosion and Flooding Using "Green" Design Methods, where possible.

Andy Haratyk, Interim Public Works Director

Mr. Haratyk explained that the initial part of this agreement had been approved by Mayor and Council. EEC was very impressed with the City that they actually went to the USDA and applied for this grant to work with us here in Bisbee on the Drainage Study.

Jed Henry Witowski, Bisbee resident said that he had personally dealt with the flooding in Tintown and supported this Contract.

MOTION: Councilmember Cline moved to enter into a Contract with Engineering & Environmental Consultants, Inc (EEC) to complete a Tintown Drainage Study and Determine Alternative Solutions to Erosion and Flooding Using "Green" Desing Methods, where possible.

SECOND: Councilmember Sullivan

MOTION PASSED: UNANIMOUSLY

11. Discussion and Possible Approval of the Second Amendment to the Agreement for the Sale and Purchase of Reclaimed Water between the City of Bisbee and Freeport McMoRan Corporation.

Andy Haratyk, Interim Public Works Director

Mr. Haratyk explained that this was the second amendment to the Agreement for the sale and purchase of reclaimed water between the City of Bisbee and Freeport McMoRan. Invoicing for electricity used by FMI had to be modified due to the addition of solar panels at the San Jose Waste Water Treatment Plant.

MOTION: Councilmember Sullivan moved to approve the Second Amendment to the Agreement for the Sale and Purchase of Reclaimed Water between the City of Bisbee and Freeport McMoRan Corporation.

SECOND: Councilmember Conners

MOTION PASSED: UNANIMOUSLY

13. Discussion and Possible Direction from Mayor and Council Regarding the Petition received from Richard Green on Divesting our Money from Wall Street and Investing Our Money in Main Street.

Ronald Oertle, Mayor

Richard Green, Bisbee resident explained that he had presented this petition to Mayor and Council urging Council to divest our Money from Wall Street and Investing Our Money in Main Street. He gave some history into the petition and wanted Council to consider this issue. He said that if there were other cities doing it there must be a way that we can do it. He asked if there was a law against the City starting their own investment fund.

Mayor Oertle commended Mr. Green for taking an interest in local government. He said that it was not the function of Municipal Government to be speculators in the financial market. The Municipal Government cannot lend to small businesses because it was not legal. He went on to say that the other

recommendations made by Mr. Greene would require permission from the State Treasurer, Attorney General and the State Auditor. Mayor Oertle gave an update on some of the different funds the City has:

- Wastewater Fund this money could not be used because it is part of the loan covenant with WIFA
- Funds in a Local Bank to pay bills these funds could not be used
- LGIP Fund could possibly be used

Mayor Oertle went on to discuss the divesting our holdings in large investment banks. He said that this would be extremely difficult because most of the banking systems have been consolidated.

Mr. Green said that there were many cities doing this and he didn't understand why the City of Bisbee couldn't. There are many opportunities to be had and we do not have to lose out money to these large bank crashes. He didn't understand why the City couldn't start a fund even if it was a small one for a symbolic purpose.

Councilmember Sullivan said that investments are always a gamble, it's just who we are letting manage our investment. We already did lose \$500,000 in 2008 when the market dropped out. She was very proud of Mr. Green for bringing this up to Mayor and Council it was very progressive. Bisbee was not ready for it. This was the way we needed to go if we wanted to protect or investments. Councilmember Sullivan requested information from legal regarding what was preventing us from doing this.

Mrs. Buono explained that when we are talking about the LGIP fund there was no loss of \$500,000. It was a transfer, not an investment lost. This is an account that had \$500,000 more than they needed and they transferred it to the investment pool. The investment pool was managed by the State Treasurer.

Councilmember Connors said that it was fantastic that Mr. Green brought this up. The resources that it would take to manage these funds are not available. This was too progressive for this town.

Mr. Jonson said that yes there were other communities doing this, but it would be a monumental task. The administration piece would be huge. This was something not to take lightly.

Mr. Hanson, City Attorney explained that there were statues limiting what City Finance Directors can invest money in. They are all built around safety concerns. He said that he tried to go through the statute to see if there was anything that would meet the general outline of Mr. Green's request, but he was unable to find anything. It doesn't mean that there isn't anything out there.

Councilmember Hansen commended Mr. Green for bringing this forward, but we just are not there yet. This was something that Council should look at in the future.

MOTION: Councilmember Sullivan moved to direct the City Attorney to look into the possibility of creating a small separate green investment pool starting with Richard Green's \$100.00 along with her contribution of \$100.00.

Mayor Oertle asked if this meant that Government money would be involved in this fund.

Councilmember Sullivan said no, that this was strictly a donation.

Councilmember Sullivan amended her motion as follows:

AMENDED MOTION: Councilmember Sullivan moved to direct the City Attorney to look into the possibility of creating a small separate green investment pool starting with Richard Green's \$100.00 along with her contribution of \$100.00 adding that it would comply with all State Statutes.

Mr. Hanson said that he understood that Mr. Green's Petition involved the City investing its money in this fund. He clarified that Councilmember Sullivan's motion would involve private citizens investing and not the City's money with the proceeds going to the City. Mr. Hanson said that this might involve a securities lawyer but he would do what he could.

Councilmember Dunn said that he was sympathetic to what was being stated tonight. He said that in today's market there were what are called Socially Responsible Investment Pools for just about everything. He thought that those were available at any investment firm and he was surprised that the State does not offer that. He said that he was President of the Bisbee Foundation, which is part of a broad investment pool under the Arizona Community Foundation, who offers a Socially Responsible Investment Pool, which has been performing quite well. He requested that it be investigated further why the state does not offer a Socially Responsible Investment Pool option for short term investments. He also brought attention to things that are going on with the Bisbee Foundation such as the Evergreen Cemetery Endowment. He said that he would like to explore some of the items further.

Mr. Johnson said that if the Motion passes he would ask for help from Michael Vasquez who was a Financial Advisor who had worked with Cochise County in the past. He had offered his services up at no cost.

Councilmember Sullivan repeated her motion:

MOTION: Councilmember Sullivan moved to Direct City Staff to explore the options of creating a separate Investment Pool for the City of Bisbee that individuals can donate to that would benefit the City and that was socially responsible.

SECOND: Councilmember Hansen

Councilmember Dunn said that he had hoped that it was not only being limited to that motion. We need to be looking at all the other chunks of money within our budget that are just sitting there not earning anything. The motion before us limits us to just bringing in an expert to help us decide whether or not we wanted to invest/manage our own pocket change. He did not favor that. He favored looking into broader opportunities.

Councilmember Sullivan withdrew her previous motion.

MOTION: Councilmember Sullivan moved to Direct City Staff with the help of experts to investigate the potential options for 1. Creating a separate Investment Pool for the City of Bisbee that individuals can donate to that would benefit the City and that was socially responsible and 2. Explore other options that are available with the City Investment Pool.

SECOND: Councilmember Hansen

ROLL CALL VOTE:

AYES: Councilmember Conners, Hansen, Dunn, and Sullivan

NAYS: Councilmember Doughty, Cline, and Mayor Oertle

MOTION PASSED: AYES -4; NAYS -3

14. City Manager's Report:

- Mr. Johnson said that the Monthly financials would be coming out tomorrow. He gave a brief overview of the revenue and expenditures.
- Mr. Johnson gave an update on the Bank transition
- Mr. Johnson informed the Council that the new Ambulance would be here very soon.

- He also informed the Council that the Fire Department would be looking into replacing their turnout gear.
- He said that the Police Manual would be presented to Mayor and Council in the very new future.

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

- Councilmember Hansen gave an update on the streets that have been paved and that are set to be paved. She also gave an update on the projects going on with the Library.

MOTION: Councilmember Hansen moved to adjourn the meeting.

SECOND: Councilmember Cline

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 9:29PM

Ronald Oertle, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: <u>June 27, 2016</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON JUNE 7, 2016 AT 7:00PM	

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 June 7, 2016 at 7:00PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle, Mayor

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, JUNE 7, 2016, AT 7:00 PM IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL

Councilmember Eugene Conners, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Shirley Doughty, Ward III
Mayor Ronald Oertle
Councilmember Anna Cline, Ward III, Mayor Pro Tempore
Councilmember Douglas Dunn, Ward II
Councilmember Serena Sullivan, Ward I

STAFF

Jestin Johnson, City Manager
Ashlee Coronado, City Clerk
Sharon Buono, Finance Director
Albert Echave, Police Chief
Andy Haratyk, Public Works Director

CITY ATTORNEY

Britt Hanson

INVOCATION: Mayor Oertle asked that we reflect on all the good things in our lives.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Oertle presented Mr. Peter Von Gundlach with a Service Award.
- Ryan Bruce, KBRP presented a check to Parks and Recreation and the Summer Reading program at the Library. Mayor Oertle thanked Ryan Bruce.
- Mayor Oertle announced that without objection from the council per Councilmember Dunn item number thirteen (13) would be pulled from the agenda. Also, without objection from the council per Sharon Buono, Finance Director Item number ten (10) would be moved to before item number three (3) and without objection from the council per the Public Works Director item number eight (8) would be pulled from the agenda. He stated that the City Manager Report and Council comments would be moved without objection from the council to before item number twelve (12).

Councilmember Conners asked for a brief description of why item number thirteen (13) and eight (8) are being removed.

Mr. Haratyk stated that item number eight (8) was being pulled because they had used an older council action form (CAF) and decided that it would be better to come to you at one time to ask for permission for the project and the contractor. He stated that it would be brought back at the next council meeting.

Mayor Oertle stated that item number thirteen (13) was placed on the agenda by councilmember Dunn and Hansen. They spoke to the City Attorney and felt that it would be better discussed when all the members of Council are in attendance. He said that it would be placed back on the agenda for June 21, 2016.

Councilmember Hansen asked which item was being moved before item number three (3). Mayor Oertle stated that it was item number ten (10) as a courteous to the people from APS who were from California so they didn't have to stay for the whole meeting tonight.

CALL TO THE PUBLIC

- Joan Richel, Bisbee resident thanked the City for funding the library. She stated that the events at the Library affect the entire town. She also stated that she really enjoyed working with the new staff at the Library.
- Susan Blackford, Bisbee resident presented a petition for a public review of the qualifications of Mr. Andy Haratyk as public works director.

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 \$436,742.95.
SECOND: Councilmember Doughty MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on April 19, 2016 at 7:00pm.
Ashlee Coronado, City Clerk
- B. Approval of the Minutes of the Special Session of Mayor and Council held on May 31, 2016 at 5:30pm.
Ashlee Coronado, City Clerk
- C. Approval of the Appointment of Judi Flowers to the Transit Advisory Committee.
Ashlee Coronado, City Clerk
- D. Approval of the Appointment of Moni Norng to the Transit Advisory Committee.
Ashlee Coronado, City Clerk
- E. Approval of the Appointment of Sydney Dozier to the Youth Council.
Ashlee Coronado, City Clerk
- F. Approval of the Appointment of Poe Dismuke to the Bisbee Arts Commission.
Ashlee Coronado, City Clerk
- G. Discussion and Possible Approval of a Park, Facility and Right of Way Use Permit for the Bisbee Rotary Club for the Use of Cole Avenue, Ruppe Avenue, Bisbee Road and

Arizona Street for the 4th of July Parade on Monday, July 4, 2016 from 8:00AM to 1:00PM.

Ashlee Coronado, City Clerk

- H. Approval of the Park, Facility and Right of Way Use Permit for the Use of Brewery Gulch for the 4th of July Mucking and Drilling Contests on Monday, July 4, 2016 from 7:00AM to 7:00PM.

Ashlee Coronado, City Clerk

- I. Approval of the 4th of July Vendor Application for the Use of Lower Vista Park and Goar Park for Vendors for the 4th of July Celebration on Monday, July 4, 2016 from 8:00am to 9:00pm.

Andy Haratyk, Public Works Director

- J. Approval of a Special Event Liquor License Application submitted by the Douglas Arts & Humanities Association Inc., for an Event to be held at the Courtyard, 18 Brewery Avenue, Bisbee, AZ on Saturday, June 18, 2016 from 1:00PM to Midnight; Matthew Cook, Applicant.

Ashlee Coronado, City Clerk

MOTION: Councilmember Hansen moved to approve the Consent Agenda items 2A-2J.

SECOND: Councilmember Cline

ROLL CALL VOTE:

AYES: Councilmember Conners, Hansen, Doughty, Cline, Dunn, Sullivan and Mayor Oertle

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

OLD BUSINESS

NEW BUSINESS

- 3. Discussion and Possible Approval of a Revised Intergovernmental Agreement between the City of Bisbee and the Arizona State Forestry Division.

Marc Burneleit, Fire Chief

Mr. Johnson stated that what was before them was an Intergovernmental Agreement with the Arizona State Forestry division and it was consistent with other agreements that we have had with the Arizona State Forestry for purposes of providing backup for wildland firefighting services inside and outside our particular jurisdiction. This agreement was a ten (10) year agreement with a thirty (30) day opt-out clause. Any cost associated will be reimbursed by the Arizona State Forestry Department.

Councilmember Conners asked about the thirty (30) day opt out if it could be used at any point in the ten (10) years. Mr. Johnson stated that was correct.

MOTION: Councilmember Cline moved to approve the Revised Intergovernmental Agreement between the City of Bisbee and the Arizona State Forestry.

SECOND: Councilmember Doughty

MOTION PASSED: UNANIMOUSLY

4. Discussion and Possible Approval of a Lease Renewal Agreement between the City of Bisbee and the Bisbee Council on the Arts and Humanities, Inc. for the Bisbee Historical and Mining Museum (Phelps Dodge Office Building).

Britt Hanson, City Attorney

Mr. Hanson stated that this was a renewal of a contract that the City had entered into for many years. A dollar a year lease with no change in the terms and conditions. This was a straight renewal.

Councilmember Dunn said that he understood that this includes operation and maintenance of Grassy Park. Ms. Gustavson, Bisbee Historical and Mining Museum said that her understanding that Grassy Park was owned by the City of Bisbee and the building that they are housed in. They have not been responsible for Grassy Park.

MOTION: Councilmember Hansen moved to approve the Lease Renewal Agreement between the City of Bisbee and the Bisbee Council on the Arts and Humanities, Inc. for the Bisbee Historical and Mining Museum.

SECOND: Councilmember Conners

MOTION PASSED: UNANIMOUSLY

5. Public Hearing for Special Use Permit Application 16-01, Discussion and Possible Approval of a Special Use Permit 16-01, Submitted by Kimber Wright for the Purpose of Allowing her to Operate a Car Lot on a Parcel Zoned C-1.

Joe Ward, Zoning Inspector

Mr. Ward stated that it was brought back because he neglected to put the words Public Hearing on the Council Action Form last time.

Mayor Oertle opened the Public Hearing.

- Mayor Oertle asked if there was a member in the public that would like to speak in support of this item. There were no members in the public that spoke in support of this item.
- Mayor Oertle asked if there was a member in the public that would like to speak in opposition of this item. There were no members in the public that spoke in opposition of this item.
- Mayor Oertle asked the City Clerk's Office if there had been any written communications filed with the Clerk's Office. Ms. Coronado indicated that there were not.

Mayor Oertle closed the Public Hearing.

MOTION: Councilmember Dunn moved to approve Special Use Permit 16-01 for the purpose of allowing car sales at 102 Bisbee Traffic Circle with following conditions.

1. The Applicants shall demonstrate that they have done the permitting process for right of way with ADOT.
2. The Applicant shall be limited to six (6) cards maximum, (for sale) on the business.
3. Approval is subject to the applicant adhering to all other conditions that may be required, subject to any other agencies or jurisdictions as may be required.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

6. Discussion and Possible Approval Authorizing the Final Updates List of Surplus Vehicles and Surplus Miscellaneous Items at Public Auction on June 11, 2016 at 9:00AM.

Albert Echave, Police Chief

Mr. Echave stated that this was brought to you at the last meeting to discuss the auction which was approved, but wanted to bring forward the final itemized list of the items that will be going up for auction.

MOTION: Councilmember Hansen moved to authorize the Final Updated list of Surplus Vehicles and Surplus Miscellaneous items at Public Auction on June 11, 2016 at 9:00AM.

SECOND: Councilmember Conners

MOTION PASSED: UNANIMOUSLY

7. Discussion and Possible Approval of a Purchase of 200 Gabions from MacCafferri for the Repair of the Santa Cruz Wash.

Andy Haratyk, Public Works Director

Mr. Haratyk stated the the 200 baskets will go for the repair at the west side as well as the east side of the Santa Cruz Wash to stabilize that wall. This will take care of the middle section of that wash to stabilize it.

Councilmember Dunn asked did it include filing the baskets with rock. Mr. Haratyk stated that this was just the baskets. Councilmember Dunn asked who was filing them with rock. Mr. Haratyk said that the street crew will go out install them.

Mayor Oertle asked if it was difficult to fill them up. Mr. Haratyk stated that it was manual labor not difficult.

MOTION: Councilmember Cline moved to approve the purchase of 200 Gabions from Maccaferri for the repair of the Santa Cruz Wash.

SECOND: Councilmember Doughty

MOTION PASSED: UNANIMOUSLY

8. Discussion and Possible Approval of an Award of a Contract for Chip Seal of Adams Avenue in Old Bisbee.

Andy Haratyk, Public Works Director

THIS ITEM WAS PULLED FROM THE AGENDA.

9. Discussion and Possible Approval to Seek Additional Grant Funds from Southeastern Arizona Governments Organization (SEAGO) to Acquire Up to \$60,000 in Funds to Use for the Bisbee Bus Transit System.

Shar Porier, Bisbee Bus Transit Administrator

Ms. Porier stated that there was an excess of \$60,000 dollars that was unspent money and they offered it to our transit system. We are asking for permission to accept that money and to spend it. It would not be used to put a computer in at the garage it would be used for bus shelters which would protect riders from the sun and wind.

Mayor Oertle was very pleased to see Mr. Chris Vertrees from SEAGO here tonight.

Councilmember Hansen asked why they couldn't put a drop in for the computer at the garage. Ms. Porier stated that we could put a drop in there, but it would cost us money to put the drop in and then a hundred dollars a month to have an extra internet line, maybe in the future when they have more money. She explained the process they use now for tracking of the maintenance.

Mayor Oertle thanked Shar Porier the Bisbee Bus transit administrator on a job well done.

MOTION: Councilmember Doughty moved to approve seeking additional grant funds from Southeastern Arizona Governments Organization (SEAGO) to acquire up to \$60,000 in funds to use for the Bisbee Bus Transit System.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

10. Discussion and Possible Approval on a Payment Center Agreement with Softgate Systems of California, Inc. for Collection of Other Utility Payments in City Hall.

Jestin Johnson, City Manager

ITEM WAS MOVED TO BEFORE ITEM NUMBER THREE (3).

Mr. Johnson stated that this was an opportunity for us to start branching out and identifying the possibility of new revenue sources and expanding the service levels in the City of Bisbee.

Ms. Buono, Finance Director stated that the Softgate Company had won the contract to take APS payments and introduced Mr. Ryan Snyder from Softgate Company.

Ryan Snyder, Softgate Systems stated they specialize in processing payments for unbanked / underbanked individuals within the community that pay in cash. They have partnered with APS to provide a same day posting. He would be the lead in training and installing the main contact.

Mayor Oertle asked how long the training was. Mr. Snyder stated that it could be done in a day. He explained the install and training. Mayor Oertle also asked if it was cash only. Mr. Snyder said that it was cash only.

Councilmember Cline said that it was great that we were going to have this avenue for people to come in, but was concerned about the cash only because there are still a lot of people who pay their bills with a check. She asked if that could be worked out to take checks as well. Mr. Snyder stated unfortunately no it was a cash business they cater to unbanked/ underbanked individuals. Checks present a liability and risk they shy away from that and stick with cash.

Councilmember Dunn stated that his understanding here was the illumination for the City was there was going to be a dollar and a half surcharge for any payment made and one dollar of that goes to the City was that how this was going to work. Mr. Snyder stated that was correct that charge would cover our expenses and cost.

Councilmember Connors asked if the APS building next to Safeway was closing. Mr. Ben Trevizo from APS stated that only 9% use the business office so year after year that business model was declining. They are moving towards the self-serve platform and this was one of the opportunities that they could engage with Softgate. He said that the office would be closing in September of this year.

Mayor Oertle said that this would be an increase in the work load for the finance department and maybe there should be some sort of a small increase in their wages.

Ms. Buono stated that this company already operates in several cities. Mr. Snyder listed the cities and stated that this was the further south they had made it. They are pretty much all over the state.

Councilmember Dunn asked if there were any projections of what the revenue could be. It seems like a small percent. Ms. Buono stated that she would be opening a separate bank account they will reconcile the reports and a draw down will be done automatically out of that account to take their .50cent portion. You will see this as a separate account in the financial reports; even if this is a small amount the opportunity to take other utility payments was there. We want to see how this goes and offer it to our citizens and open the doors. Maybe it would be a revenue source that we could grow.

Councilmember Sullivan asked how long the contract was for if we approve. Mr. Snyder said that we could opt out of this contract at any point in time.

MOTION: Councilmember Conners moved to approve the payment center agreement with Softgate Systems of California Inc for collection of other utility payments in City Hall.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

11. Discussion and Possible Approval to Enter into a Court Consolidation Agreement by and between the City of Bisbee and Cochise County.

Jestin Johnson, City Manager

Mr. Johnson stated that this was an updated Consolidated Court Agreement the initial agreement was back in 2006 and was renewed in 2011. One of the major changes happening was our requirement to reimburse the county for jail cost that has been pulled away. This will allow us to continue having court services provided by the county. The alternative was that the City of Bisbee starting its own court system and that was a level of effort. Staff recommends continuing this relationship with the county.

MOTION: Councilmember Conners moved to approve the 2016 Court Consolidation Agreement by and between the City of Bisbee and Cochise County.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

12. Discussion and Possible Approval of a Motion to Go into Executive Session Pursuant to A.R.S. § 38-431.03(a)(1) for a Preliminary Discussion of applicants for City Manager.

Ronald Oertle, Mayor

MOTION: Councilmember Conners moved to go into Executive Session.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

MOTION: Councilmember Conners moved to come out of Executive Session.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

MOTION: Mayor Oertle moved to direct the City Clerk to contact the individuals specified in executive session to arrange for interviews and to prepare a list of final candidates for release to the public; Yvonne Kimball, Britt Hanson, Michael Normand, Nicole Mukes, James Russell Jr. and Richard Marsh Jr.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

13. Discussion and Possible Approval to Retain Tim Hogan and Arizona Center for Law in the Public Interest to Defend the Lawfulness of City Ordinance O-13-14, Which Prohibits Retailers from Providing Single Use Plastic Bags to Customers.

Britt Hanson, City Attorney

THIS ITEM WAS PULLED FROM THE AGENDA.

14. City Manager's Report:

ITEM WAS MOVED TO BEFORE ITEM NUMBER TWELVE (12).

- Other current events
- Mr. Johnson stated that the City Attorney asked for a reminder that there would be a Work Session on the 28th to consider the Border City Land Corporation Application to rezone three (3) parcels from C-1 to C-4.
- Mr. Johnson also stated that in Finance they are going through the five (5) year ASRS Audit.

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.):

ITEM WAS MOVED TO BEFORE ITEM NUMBER TWELVE (12).

- Councilmember Hansen commented on changes and updates on the paving schedule and commented on the extraction equipment and training for the Fire Department. She also thanked Mr. Temby and David Morgan for providing the training and the equipment.

MOTION: Councilmember Hansen moved to adjourn the meeting.

SECOND: Councilmember Cline

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:40PM

Ronald Oertle, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 21, 2016

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF THE MINUTES OF THE SPECIAL SESSION OF MAYOR AND COUNCIL HELD ON MAY 9, 2016 AT 5:30PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Special Session of Mayor and Council held on May 9, 2016 at 5:30PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle, Mayor

Councilmember Hansen stated that it was so nice to see a balanced budget without using the reserves and she appreciates all the staff. She said great job for putting this all together.

Councilmember Dunn stated that the biggest increase was for ambulance fees and it reflects what we have collected this past year. He asked when the Douglas Emergency Service center was going into operation. He asked if Mr. Johnson was confident with the demand for this past year will continue into this coming year. Mr. Johnson stated that he would speak to what he knew and the amount of activity that we have now.

Councilmember Hansen said that the last thing she saw was that it was supposed to be the end of the calendar year which was just a projection and even with that it would take some time for the affect to kick in.

Councilmember Cline asked about the state sales tax and what we are doing regarding the businesses that are not fully reporting. Ms. Buono said that they have a process in place with Arizona Department of Revenue that we can put inquiries in and they will search. Councilmember Cline also inquired about the ambulance fees and the Douglas Emergency Service center and didn't see where the transfers were going to decrease because we have a full blown hospital here and our transfers continue to increase. She thanked the chief for his efforts with the wildland services.

Councilmember Sullivan asked about the licenses & permits and if the increase was due to changing some of the fees. Mr. Johnson said it was because we are changing the fee structure. She stated that she had the same concern regarding the ambulance transfers because it does appear that once they open and have ambulance services and that would take away from our transfers. She thought it was a little ambitious to expect an even larger increase next year.

Councilmember Doughty asked regarding towing fees if we had our own tow truck or do we rent a tow truck. Mr. Johnson stated that we work with two (2) towing companies we don't have our own.

Councilmember Hansen asked if Douglas had their own ambulances now. Chief Burneleit stated "Yes". So, if the level of care was going to be higher than what the emergency needs it shouldn't change that much with the number of transfers. Chief Burneleit said that the current program for getting the new hospital up and running was about two million dollars over budget and they are looking to open up early next year if everything goes well. They aren't anticipating a big decrease in inter-facility transfers because it will overload Douglas at first then people will be coming up for a higher level care at the full hospital.

Councilmember Dunn asked were the real estate sales show up in the budget. Ms. Buono stated that the ordinance states that all real estate sales go into the capital budget (fund 99) so we really don't budget for that. It would not impact the general fund.

Mr. Johnson continued his detailed presentation of the following:

- Continued with the FY General Fund Revenues
- FY 17 General Fund Expenditures by Activity
- FY 17 General Fund Expenditures by Department
- Highlights for Council Consideration (also in Exhibit A attached with these minutes).
 - City Manager
 - City Clerk
 - Community Development
 - Administration and General Government
 - Personnel
 - Police
 - Fire Department (typo on the power point BZB Fire not Police)
 - Public Works Garage
- Additional Budget Considerations
 - Employee Health Insurance
- FY 17 General Fund Expenditure pie chart

Councilmember Cline asked about the insurance since there wasn't a Work Session like we have had in previous years and wasn't United Health leaving Arizona. Mr. Johnson said that he had not heard that. He could certainly find out. Mr. Hanson said that they are leaving insurers under the affordable care act not through insurance provided by employers. Ms. Buono said that we could verify that through CBIZ.

Councilmember Sullivan was happy to see how it was laid out in the presentation. She asked about the Community Development section she was confused by the only thing in that budget was the Animal Shelter and why it wasn't separated out like the other departments that are under Community Development. Why didn't it have its own like the Visitor Center? Ms. Buono said that the changes were made when the organizational chart was changed and the Animal Shelter was moved from the Police Department to the Community Development there was no reason why she couldn't do that it still falls under Community Development for the next budget year.

Mayor Oertle asked if the Mayor and Council wanted to continue we will probably be here Thursday.

Councilmember Dunn asked that the schedule be explained. Mayor Oertle said that we would go through the budget entirely tonight or part way tonight or finish it up on Thursday and go to the other item on the agenda. There would be no meetings on Tuesday or Wednesday because there would be some absent councilmembers.

Councilmember Sullivan thought that they were doing Tuesday, Wednesday and Thursday. Mayor Oertle said that it appears that we may not need all those nights and the possibility of some people being absent too. Staff felt that we could do it Monday and Thursday. Councilmember Sullivan stated that she couldn't be here on Thursday's.

Mr. Johnson stated that we could keep rolling through we have made good time.

Mayor Oertle stated that we would go through the rest of the budget and without objection from the Council he is going to pull item number two (2) from the agenda with that to be rescheduled within the next ten (10) days.

Mr. Johnson stated there was no formal presentation for the rest of the budget he would be referring to the budget document.

Councilmember Dunn stated that he didn't like the circumstances of the Fire Department budget. People who live outside of the City limits receive fire service for little to no costs. He said he had made recommendations but he only received push back. It concerned him that we are not looking at long term vitality of the Fire Department. He commented on the Fire Department fundraising. There are other things the Fire Department needs. He is ready to vote on the budget as presented, but he was disappointed that no item had been looked into regarding alternatives.

Mayor and Council had much discussion and many comments regarding the Fire Department. Mr. Johnson welcomed the Council's discussion and commented regarding the Fire Department.

Councilmember Sullivan asked specifically about the turnout gear for the fire department and that she didn't see it in the budget. She wanted to see that in the budget and make it a top priority. Councilmember Hansen asked if the turnouts would be ordered this year. Chief Burneleit stated that he wasn't sure how finance was going to do it, but that they wanted to get half now and half with the new budget.

Ms. Buono stated that it would be a non-capital item that was not put in here, but we can still charge that line, make an adjustment and take a reduction in other places. It was her

understanding that we were going to fund half of this year. She didn't place in the budget they would have to offset and see where the money would come from. Mr. Johnson reiterated that it would be half this year and half next year. He said if that was what you wanted to see in the budget next year they will make that adjustment.

Councilmember Dunn said that he felt this was not how we should be doing this by adding something in and subtracting. He thought that there would be some work sessions were they would have these discussions. He was confident that Mr. Johnson had done the best he could.

Councilmember Sullivan would like to see the City Manager budget decreased and that could easily make up the difference. Mr. Johnson asked what item specifically. Councilmember Sullivan stated the \$100,000.00 salary. She thought that this could be used to come up with the amount needed for the turnouts.

Councilmember Dunn listed the needs of the Fire Department that still need to be done. He didn't know if it could be discussed in this particular budget, but at some point it does need to be discussed. He assumed that the turnouts would be a part of this budget. Mr. Johnson stated that they could find some areas in the budget to make the reductions and adjustments and add the additional \$21,000 for turnouts. Councilmember Cline stated that finding \$21,000.00 shouldn't be that hard to do. Mr. Johnson stated he was looking for direction.

Councilmember Dunn stated that we should add a donation line and put \$21,000.00 in it and let's raise it this year. Mayor Oertle stated that was quite a bit was that possible. Councilmember Cline stated that they used to do that for CCAH.

Mr. Johnson stated that there was already a line item for donations in the Fire Department Budget and we can certainly increase.

Ms. Buono explained regarding the donation fund forty-eight (48) the purpose of this fund was for donations that are for a specific cause. She also explained in detail about this fund and how it works.

Mayor Oertle asked what the consensus of the Council was. Councilmember Sullivan said that would be increasing the Non-Cap line in the General Fund. Ms. Buono stated that the donation and the Non Cap would be increased by \$21,000.00. Councilmember Sullivan said then that means the Fire Department would have to have a fundraiser.

Mayor and Council had much discussion on this issue. Mr. Johnson stated that they would make this happen they would move things around.

Mr. Johnson gave an overview of the Budget on the following:

- Government Grants
- Public Safety –Fire Grants
- Transportation Grants
- Visitor Center

Mr. Johnson asked Councilmember Dunn to speak regarding the idea of building out of the Visitor Center in a more central location.

Councilmember Dunn explained in detail the idea of building out of the Visitor Center in a more central location. He would like to see a cost estimate of what that would involve. We could do public fundraising or budget for that.

Councilmember Sullivan asked about line item number 51000 Use of Reserves in the Visitor Center Budget. Ms. Buono stated that if everything was spent in this budget then we would pull out \$71,378.00 from the reserves. She explained in detail the use of the reserves in the Visitor Center Budget and stated that it would be monitored.

Councilmember Dunn commented on the reserves that each year we budget and we don't always spend everything that we budget and certainly everything that we don't spend goes into a reserve account and passed on to the next year. Mr. Hanson, City Attorney said that in the budget process he was familiar with they call it cash carry-forward which means the same thing. Ms. Buono said that they would change that.

Mr. Johnson continued the overview presentation of the Budget on the following:

- Street Fund
- RICO Fund
- Bisbee Arts Commission
- Donations
- Airport Fund
- Police Special Revenues and Grants
- Wastewater Fund
- Sanitation Fund
- Bisbee Public Works Grants
- Queen Mine Fund
- Miscellaneous Grants
- Debt Service
- Debt Service for Wastewater Project
- Youth Fund
- Bisbee Bus Fund
- Capital Improvement Program Fund

Mayor and Council had much discussion, many comments and questions regarding the overview of the Budget. Mr. Johnson and Ms. Buono welcomed the Council's comments and answered their questions throughout the overview. Also, questions and comments in certain departments were made by Mayor and Council and answered or commented on by each respective Department.

Councilmember Doughty asked about the work on the Santa Cruz Wash. Mr. Johnson said that the process had begun with the RFP process and that hopefully it would be started before the next fiscal year.

Mayor Oertle wanted to say that this was a fabulous budget and thanked staff especially Mr. Johnson and Ms. Buono. He was extremely pleased.

Councilmember Hansen suggested looking into a splash pad for the City was there any way possible to get that in this budget. Mr. Haratyk said that it would be about \$250,000.00 and stated what it would entail for a splash pad.

Councilmember Sullivan asked what the costs on the pool were. Mr. Haratyk said that there were a lot of issues with the pool including wiring, cracks etc. He discussed in detail the issues. They are trying to repair the pool in house to save money. It was a step at a time until we get it done it will be a slow process.

Councilmember Dunn asked where the clarification was for the reserve fund. Mr. Johnson stated that they could put it together and send to the Mayor and Council. It would be a clear statement of all of our reserves. He also thanked Mr. Johnson for all his effort from where we were a year ago to now it was pretty miraculous.

Mr. Johnson gave a huge thank you to Ms. Sharon Buono and her finance team for all the hard work that went into this process and the monthly financials.

Mayor Oertle again thanked staff, Mr. Johnson and Ms. Buono.

2. Discussion and Possible Appointment by Mayor and Council of an Interim City Manager.
Per ARS § 38-431.03(a)(1), the City Council may vote to go into executive session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.
THIS ITEM WAS PULLED FROM THE AGENDA.

MOTION: Councilmember Sullivan moved to adjourn the meeting.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:25PM

Ronald Oertle, Mayor

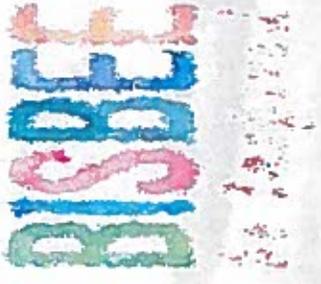
EXHIBIT A
to Document

FY2017 BUDGET PRESENTATION CITY OF BISBEE

Presented by:

Jestin Johnson: City Manager

Sharon Buono: Finance Director



BISBEE



FY16 v/s FY17 BUDGET COMPARISON

Revenue v/ Expenditures Comparison for FY16 and FY 17

Expenditures	FY 2016	FY 2017	\$Diff	% Diff
General Fund	\$ 7,429,597	\$ 7,417,501	\$ (12,096)	-0.16%
Waste Water	\$ 3,025,620	\$ 3,212,998	\$ 187,378	6.19%
Streets	\$ 1,182,945	\$ 1,104,188	\$ (78,757)	-6.66%
Sanitation	\$ 946,486	\$ 922,980	\$ (23,506)	-2.48%
Queen Mine	\$ 962,720	\$ 1,040,001	\$ 77,281	8.03%

Revenue	FY 2016	FY 2017	Increase/Decrease	% Diff
General Fund	\$ 7,429,597	\$ 7,417,501	\$ (12,096)	-0.16%
Waste Water	\$ 3,025,620	\$ 3,212,998	\$ 187,378	6.19%
Streets	\$ 1,182,945	\$ 1,104,188	\$ (78,757)	-6.66%
Sanitation	\$ 946,486	\$ 922,980	\$ (23,506)	-2.48%
Queen Mine	\$ 962,720	\$ 1,040,001	\$ 77,281	8.03%

City of Bisbee CM FY2017 Budget: Revenue



FY17 General Fund Sources of Revenue

	FY16- Approv Budget	FY17 Proposed	\$ Diff	% Diff
CITY SALES TAX	\$ 2,460,000	\$ 2,460,000	\$ -	0.00%
BED TAX	\$ 121,000	\$ 150,000	\$ 29,000	19.33%
STATE SALES TAX	\$ 532,597	\$ 490,639	\$ (41,958)	-8.55%
VEHICLE LICENSE TAX	\$ 267,760	\$ 263,960	\$ (3,800)	-1.44%
PROPERTY TAX	\$ 974,847	\$ 997,406	\$ 22,559	2.26%
Total Revenue - Taxes	\$ 4,356,204	\$ 4,362,005	\$ 5,801	0.13%
BUILDING/SIGN PERMITS	\$ 50,000	\$ 50,000	\$ -	0.00%
CODE VIOLATION FINES	\$ 1,000	\$ 1,400	\$ 400	28.57%
OCCUPATIONAL/LIQUOR LICENSES	\$ 50,000	\$ 57,000	\$ 7,000	12.28%
SPECIAL EVENT LICENSES	\$ 1,000	\$ 7,000	\$ 6,000	85.71%
CIVIL UNION FEE	\$ 500	\$ 100	\$ (400)	-400.00%
DOG LICENSE FEES/IMPOUND FEES	\$ 1,000	\$ 2,000	\$ 1,000	50.00%
Total Licenses & Permits	\$ 103,500	\$ 117,500	\$ 14,000	11.91%
URBAN REVENUE SHARING (Income Tax)	\$ 671,229	\$ 637,724	\$ (33,505)	-5.25%
Total Intergovernmental	\$ 671,229	\$ 637,724	\$ (33,505)	-5.25%

FY17 General Fund Sources of Revenue Cont.

	FY16- Approv Budget	FY17 Proposed	\$ Diff	% Diff
PLANNING/ZONING APPLICATIONS	\$ 2,000	\$ 4,000	\$ 2,000	50.00%
PLAN EXAMINATION FEE	\$ 5,000	\$ 12,000	\$ 7,000	58.33%
LIBRARY FEES	\$ 4,000	\$ 4,000	\$ -	0.00%
CEMETERY PLOT FEES	\$ 8,000	\$ 8,000	\$ -	0.00%
CEMETERY MAINTENANCE FEES	\$ 3,000	\$ 3,000	\$ -	0.00%
PUBLIC COPY FEES	\$ 400	\$ 750	\$ 350	46.67%
VEHICLE IMPOUND FEES	\$ 15,000	\$ 18,500	\$ 3,500	18.92%
TOWING FEES	\$ 7,000	\$ 7,000	\$ -	0.00%
PARKS USE PERMIT	\$ 2,000	\$ 11,000	\$ 9,000	81.82%
FRANCHISE FEES	\$ 230,000	\$ 260,000	\$ 30,000	11.54%
AMBULANCE FEES	\$ 900,000	\$ 1,300,000	\$ 400,000	30.77%
WILDLAND FIRE SERVICES	\$ -	\$ 50,000	\$ 50,000	100.00%
UTILITY COLLECTION SERVICES	\$ -	\$ 45,000	\$ 45,000	100.00%
Total Charges for Services	\$ 1,176,400	\$ 1,723,250	\$ 546,850	31.73%
MUNICIPAL COURT FINES	\$ -	\$ -	\$ -	
DOG LICENSE FINES	\$ -	\$ -	\$ -	
Total Fines & Forfeitures	\$ -	\$ -	\$ -	

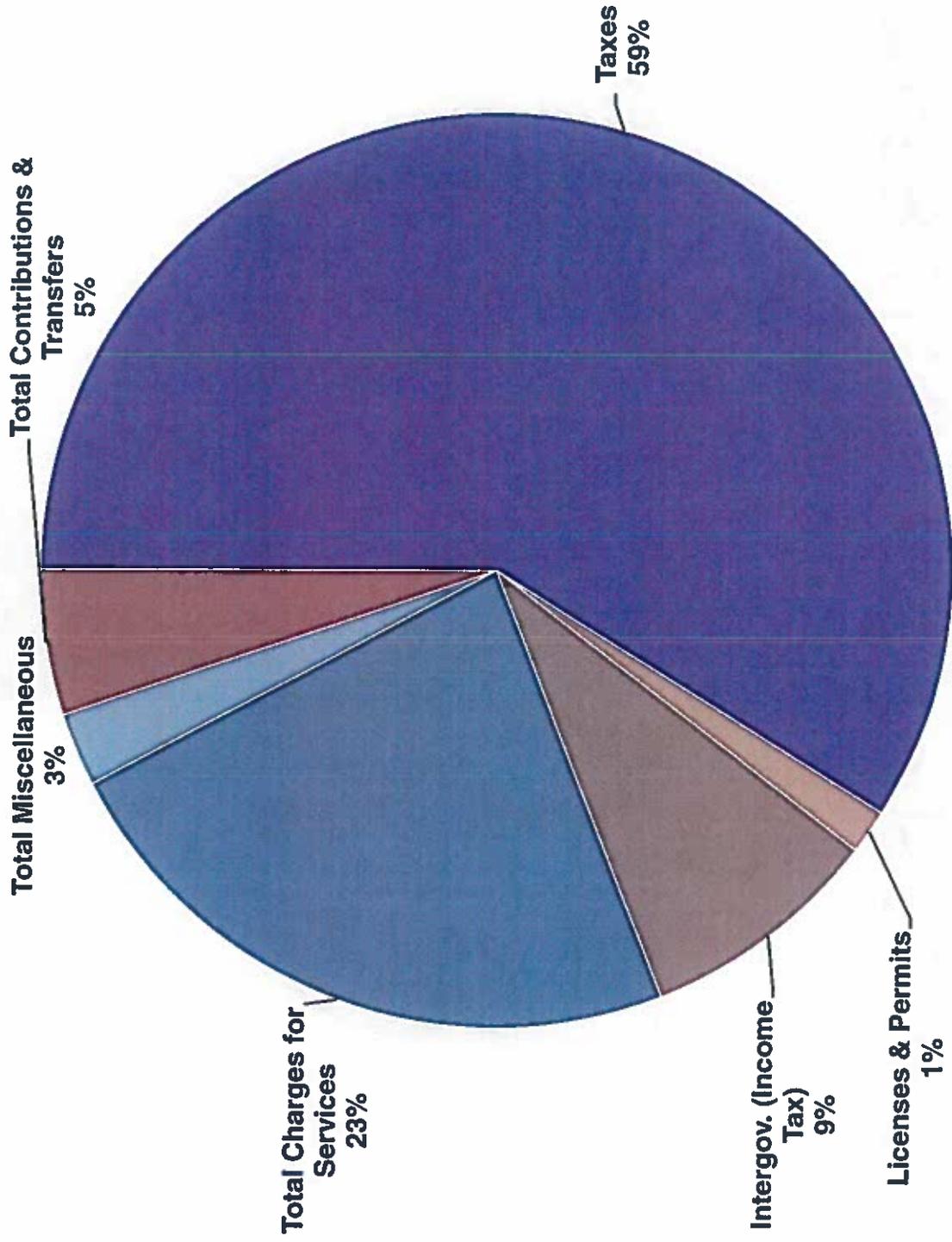
FY17 General Fund Revenue by Department Cont.

	FY16- Approv Budget	FY17 Proposed	\$ Diff	% Diff
REFUNDS/ADJUSTMENTS	\$ -	\$ -		
ADOPTIONS ANIMAL SHELTER	\$ 6,000	\$ 10,000	\$ 4,000	40.00%
SERVICE REIMB - OTHER	\$ -	\$ -		
SERVICE REIMB - POLICE DEPT	\$ -	\$ -		
POLICE VEHICLE USE FEES	\$ 5,000	\$ 5,000	\$ -	0.00%
HIDTA REIMB O/T POLICE	\$ 35,000	\$ 35,000	\$ -	0.00%
SCHOOL RESOURCE OFFICER	\$ 60,000	\$ 60,000	\$ -	0.00%
INSURANCE REIMBURSEMENTS	\$ -	\$ -		
L.L.E.A.C REVENUE FROM COUNTY	\$ -	\$ -		
OVER/SHORT	\$ -	\$ -		
RICO AUCTION REIMBURSEMENTS	\$ 15,000	\$ 15,000	\$ -	0.00%
RENTAL INCOME	\$ 46,500	\$ 46,500	\$ -	0.00%
CITY AUCTION FUNDS	\$ 21,000	\$ 21,000	\$ -	0.00%
INTEREST EARNED	\$ 5,000	\$ 1,000	\$ (4,000)	-400.00%
RETURNED CHECK FEES	\$ -	\$ -		
UNASSIGNED REVENUES	\$ -	\$ -		
Total Miscellaneous	\$ 193,500	\$ 193,500	\$ -	0.00%

FY17 General Fund Revenue by Department Cont.

	FY16- Approv Budget	FY17 Proposed	\$ Diff	% Diff
DONATIONS/MISC	\$ -	\$ 1,000	\$ 1,000	100.00%
DONATIONS - RECREATIONAL	\$ -	\$ -	\$ -	
DONATIONS - COUNCIL	\$ -	\$ -	\$ -	
DONATIONS - SHELTER	\$ 1,000	\$ 1,000	\$ -	0.00%
DONATIONS - POLICE DEPT	\$ -	\$ -	\$ -	
DONATIONS - FIRE DEPT	\$ -	\$ -	\$ -	
GAIN/LOSS ON DISPOSAL OF ASSET	\$ -	\$ -	\$ -	
USE OF RESERVES	\$ 599,488	\$ -	\$ (599,488)	
RESERVES-CABLE ONE AGREEMENT	\$ 2,534	\$ -	\$ (2,534)	
TRANSFER FRM POLICE SPECIALREV	\$ 31,561	\$ -	\$ (31,561)	
TRANSFERS FROM WWATER DEPT	\$ 167,971	\$ 209,115	\$ 41,144	19.68%
TRANSFERS FROM SANITATION	\$ 80,415	\$ 125,947	\$ 45,532	36.15%
TRANSFERS FROM QUEEN MINE FD	\$ 45,795	\$ 46,460	\$ 665	1.43%
Total Contributions & Transfers	\$ 928,764	\$ 383,522	\$ (545,242)	-142.17%
TOTAL REVENUE GENERAL FUND	\$ 7,429,597	\$ 7,417,501	\$ (12,096)	-0.16%

FY17 General Fund Revenues



City of Bisbee CM FY2017 Budget: Expenditures



FY17 General Fund Expenditures by Department

	FY16- Approved	FY17- CM Recomm	\$ Diff	%Diff
Total Mayor & Council	\$ 38,144	\$ 38,113	\$ (31)	-0.08%
Total City Manager	\$ 121,860	\$ 136,808	\$ 14,948	10.93%
Total Finance	\$ 428,363	\$ 421,469	\$ (6,894)	-1.64%
Total City Clerk	\$ 133,405	\$ 138,676	\$ 5,271	3.80%
Total Community Development	\$ 115,375	\$ 131,455	\$ 16,080	12.23%
Total Admin & Gen Government	\$ 1,485,698	\$ 1,498,809	\$ 13,111	0.87%
Total Personnel	\$ 73,651	\$ 44,528	\$ (29,123)	-65.40%
Total Legal Service	\$ 61,225	\$ 60,325	\$ (900)	-1.49%
Total Water System	\$ 5,600	\$ 5,600	\$ -	0.00%
Total Information Systems	\$ 88,170	\$ 88,480	\$ 310	0.35%

FY17 General Fund Expenditures by Department Cont.

	FY16- Approved	FY17- CM Recomm	\$ Diff	%Diff
Total Police	\$ 1,942,404	\$ 1,841,871	\$ (100,533)	-5.46%
Total Fire	\$ 2,035,670	\$ 2,127,180	\$ 91,510	4.30%
Total City Magistrate	\$ 48,000	\$ 38,000	\$ (10,000)	-26.32%
Total Cemetery	\$ 9,318	\$ 9,318	\$ -	0.00%
Total Bldg Maint	\$ 44,950	\$ 42,950	\$ (2,000)	-4.66%
Total PW Admin	\$ 113,095	\$ 102,148	\$ (10,947)	-10.72%
Total PWGarage	\$ 99,673	\$ 174,568	\$ 74,895	42.90%
Total Bldg Inspector	\$ 62,614	\$ 64,053	\$ 1,439	2.25%
Total Parks	\$ 175,062	\$ 159,024	\$ (16,038)	-10.09%
Total Pool	\$ 18,700	\$ 19,100	\$ 400	2.09%
Total Library	\$ 205,163	\$ 151,519	\$ (53,644)	-35.40%
Total Sr. Center	\$ 23,457	\$ 23,507	\$ 50	0.21%
Total Contingency	\$ 100,000	\$ 100,000	\$ -	0.00%

Highlights for Council Consideration

- City Manager
 - Budget increase by 12.9% to provide flexibility for Mayor and Council to compensate incoming City Manager up to the top of the advertised salary range.
- City Clerk
 - Budget increase by 3.8% to account for increased 2016 election expenses.
- Community Development
 - Budget increase by 12.2% to account for the addition of a part-time Animal Shelter Coordinator.
- Administration and General Government
 - Admin and General Government accounts for a portion of the voter approved 1% tax increase for street improvements.
 - Admin and General Government also accounts for proposed \$15K debt service payment for new ambulance and \$35K debt service payment for (1) vehicle for City Hall and (2) or (3) new police pursuit vehicles. PD will transition to Ford Explorers or an appropriate sedan.
 - Admin and General Govt. will absorb \$12.5K grant match for airport PAPI system.

Highlights for Council Consideration Cont.

- **Personnel**

- Upon the departure of the previous Personnel Director, the decision was made to hire an Executive Assistant that provides staff support in the Personnel Department. This decision has allowed us realize a \$29K saving or a reduction of nearly 65% budget reduction.

- **Police**

- The budget for the police department is realizing a 5% decrease due in part to the timing of the recruitment process for new recruits. In calendar year 2016, the department lost several officers, as a result, the leadership team initiated discussions with CCSO, and the city of Douglas for purposes of providing back up law enforcement patrol.
- While the staffing of the department is paramount, this budget provides revenue for debt service payments for the acquisition of much needed replacement vehicles.
- BZB Police Department PSPRS: Total Contribution 2017 Rate: 91.16% (2.9% decrease)
- BZB Police Department PSPRS: Total Contribution 2017 Contribution Amount: \$635,460 (\$24,245 increase)

- **Fire Department**

- As with all departments, the Bisbee Fire Department's will realize an increase in health insurance costs, part-time salary increase to account for a Wildland Fire Fighting expert, and an increase in education and training.
- BZB Fire Department PSPRS: Total Contribution 2017 Rate: 83.40% (4.26% decrease)
- BZB Police Department PSPRS: Total Contribution 2017 Contribution Amount: \$795,893 (\$28,765 increase)

Highlights for Council Consideration Cont.

- **Public Works- Garage**
- PW- Garage Budget accounts for a 42.9% increase in the salary line item for a full-time heavy equipment mechanic.
- Additional items included within this budget is the need to acquire additional tools and funds for building repair and maintenance.

Highlights for Council Consideration Cont.

• Additional Budget Considerations

• Employee Health Insurance

Benefit	2015 City of Bisbee Annual Cost	2016 City of Bisbee Annual Cost
Medical	\$335,535	\$364,383
Dental	\$31,157	\$31,157
Life	\$6,778	\$6,778
Short term Disability	\$13,024	\$13,024
Long term Disability	\$4,711	\$4,711
Total	\$391,205	\$420,053
Annual Difference		28,848

Highlights for Council Consideration Cont.

- **Additional Budget Considerations**

- **Employee Health Insurance Cont.**

- UHC issued a 12.6% trended renewal increase. CBIZ was able to negotiate rate down to 8%. This is an annual increase of \$28,849 to the City of Bisbee based on current contribution.
- 2016 plan year estimated annual premium to The City of Bisbee is \$364,383.
- BASIC HRA Utilization – Current paid out in HRA as of April 8, 2016 is \$1,500
- Delta Dental – No plan or rate increase employee; City of Bisbee contributes 100% of premium for both employee and dependents which reflects \$31,157 annually.
- VSP Voluntary Vision – 15% increase with a 2 yr. rate guarantee completely voluntary, does not impact City of Bisbee bottom line.
- Mutual of Omaha – No plan or premium increase - City of Bisbee contributes 100% of these benefits. \$24,513 annually.
- **Combined estimated annual cost for medical, dental, life and disability benefits to The City of Bisbee is \$420,053 not including HRA reimbursements.**

Thank You



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: <u>June 21, 2016</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE SPECIAL SESSION OF MAYOR AND COUNCIL HELD ON JUNE 20, 2016 AT 5:30PM	

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Special Session of Mayor and Council held on June 20, 2016 at 5:30PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle, Mayor

MINUTES

MINUTES OF THE SPECIAL SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON MONDAY, JUNE 20, 2016, AT 5:30 PM IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR OERTLE AT 5:37PM.

ROLL CALL

COUNCIL

Councilmember Eugene Conners, Ward I
Councilmember Joan Hansen, Ward II
Councilmember Shirley Doughty, Ward III
Mayor Ronald Oertle
Councilmember Anna Cline, Ward III, Mayor Pro Tempore
Councilmember Douglas Dunn, Ward II
Councilmember Serena Sullivan, Ward I

STAFF

Jestin Johnson, City Manager
Ashlee Coronado, City Clerk
Sharon Buono, Finance Director
Albert Echave, Police Chief
Mark Burneleit, Fire Chief
Andy Haratyk, Public Works Director

CITY ATTORNEY

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

1. Interviews of the Five Candidates for the City Manager Position.
Ronald Oertle, Mayor

Mayor and Council interviewed the five (5) candidates for the position of City Manager for the City of Bisbee. A list of interview questions is attached to these minutes as Exhibit A.

2. Discussion and Possible Approval of a Motion to go into Executive Session Pursuant to A.R.S. § 38-431.03. (1) for Consideration of the employment and appointment of a City Manager.
Jestin Johnson, City Manager

MOTION: Councilmember Cline moved to go into Executive Session.

SECOND: Councilmember Sullivan

MOTION PASSED: UNANIMOUSLY

MOTION: Councilmember Hansen moved to come out of Executive Session.

SECOND: Councilmember Conners

MOTION PASSED: UNANIMOUSLY

3. Discussion and Possible Selection of a Preferred Applicant for the Position of City Manager.
Jestin Johnson, City Manager

MOTION: Mayor Oertle moved to begin background and reference checks on various candidates for the City Manager Position.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

MOTION: Councilmember Conners moved to adjourn the meeting.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:58PM

Ronald Oertle, Mayor

Candidate _____

City Manager Interview Questions
Special Session Interview Questions

1. (Cline): The largest portion of the Bisbee General Fund budget goes to public safety. How do you control costs in the area of public safety while maintaining the response times and services demanded by citizens?

2. (Conners): How does one obtain and maintain the public trust?

3. (Doughty): What attracts you to Bisbee and why do you feel you would be a good fit for our community? What do you see as our city's greatest asset? What do you see as the city's greatest challenge?

4. (Mayor): What would you do on your first 60 days on the job?

5. (Dunn): Why do you want to leave your current position? (and/or) Why did you leave your past position?

6. (Joan): What is your vision for Bisbee?

7. (Sullivan): What characteristics do you feel make up a healthy city government and how would you prioritize these aspects if you were the Bisbee City Manager.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 29, 2016

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF THE RESIGNATION OF JENNIFER GRAEME FROM THE CIVIL SERVICE COMMISSION

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve

PROPOSED MOTION: I move to approve the resignation of Jennifer Graeme from the Civil Service Commission.

DISCUSSION:

FISCAL IMPACT: NA

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle
Mayor

JENNIFER L. GRAEME, PHR, SHRM-CP

Mayor Oertle
City of Bisbee
118 Arizona Street
Bisbee, AZ 85603

June 16, 2016

RE: Civil Service Commission Resignation

Mayor Oertle,

I hereby submit my letter of resignation from the Civil Service Commission. I have been elected to the Board of Directors of Premier Alliances, Inc. and will be putting my volunteer energies in that direction.

Best regards,

Jennifer L. Graeme, PHR, SHRM-CP

CC: City Clerk

[Redacted]



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE ROTARY CLUB VINTAGE BISBEE FOOD & WINE TASTING AND ENTERTAINMENT AT CITY PARK ON SATURDAY, OCTOBER 8, 2016 FROM 10:00AM TO 9:30PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the Park, Facility, and Right-of-way use Permit for the Bisbee Rotary Club Vintage Bisbee Food & Wine Tasting and Entertainment at City Park on Saturday, October 8, 2016 from 10:00am to 9:30pm.

DISCUSSION:

Ms. Carrie Gustavson has submitted a Park, Facility, and Right-of-Way use permit to hold the Vintage Bisbee-Food & Wine Tasting and Entertainment on Saturday, October 8, 2016 from 10:00am to 9:30PM.

Staff has reviewed the permit and recommends approval.

The \$50.00 refundable deposit is required. All other fees will be paid prior to the event.

FISCAL IMPACT: \$57.50

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Jestin Johnson
Jestin Johnson, City Manager

RECEIVED

JUN 13 2016

Permit No.
35-16

CITY CLERK'S OFFICE
CITY OF BISBEE

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

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

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

Refer to Section 11.2.9 – "Park and Facility Use" of the City Code for requirements regarding use of City parks and facilities (a copy of the City Code is available at www.cityofbisbee.com, City Hall, or the Copper Queen Library) If you have any questions regarding this permit application, please contact Caroline Gonzales, Public Works at 432-6004 or cgonzales@cityofbisbee.com

APPLICANT INFORMATION

- 1). Applicant Name: *Carrie Gustavson* Date: *June 9, 2015*
- 2). Organization Name: *Bisbee Rotary Club / Bisbee Rotary Charities*
- 3). Mailing Address: *PO Box 21, Bisbee AZ 85603*
Phone #: *432-7071*
Contact name and phone # during event: *Patricia Worth 541.297-1625*
- 4). Name and complete description of activity planned (attached separate letter to include breakdown of event activities and details if more than one activity or if more space is needed).
Vintage Bisbee – food & wine tasting, entertainment
- 5). Approximate Number of Participants and/or Spectators: *200*
- 6). Requested Location of Event: *City Park*
- 7). Date(s) of Event: *Saturday, October 8, 2016*
- 8). Hours of Event: *4:00 – 7:00 PM*
- (9) Hours of Reservation (with set-up and breakdown:)*10:00 AM – 9:30 PM*
- 10). Request Consumption of Alcohol: *X* Yes _____ No
- 11). Request Sales of Alcohol: _____ Yes *X* No (*included in ticket price*)

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

- \$ yes General Electricity access \$10, Band Shell Access \$50: for _____
- \$ yes Water access \$10: for _____
- \$ _____ Beer Permit (non-commercial permits only) \$10
- \$ _____ Police (escorts, security, road closures, redirecting of traffic): for _____
- \$ yes Park/Public Works staff (example: posting closures of streets/parking, access to facility/band shell/restrooms, etc):
OPEN + CLOSE GATE ARG
GARBAGE CANS + BAG
- \$ _____ Other – any additional requests made by applicant or any other conditions set by the City Council, City Code, ordinance or resolution.

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

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

APPLICANT CERTIFICATION:

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

I, *Patricia Worth*, certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.

Patricia Worth
Signature of Applicant/Authorized Party

June 9, 2016
Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) "*Vintage Bisbee*" event the period from (date & time) *October 10, 2015, 4:00 – 7:00/ set-up/take-down 10:00 AM – 9:30 PM*, the permittee *Bisbee Rotary Club / Bisbee Rotary Charities* agrees to the following:

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

If Permittee is required to provide insurance:

2. The Permittee's insurance shall be primary.

3. The City of Bisbee shall be named as an additional insured on the permittee's liability insurance coverage for the referenced event, and the Hold Harmless Agreement be endorsed onto said insurance policy.

4. Said liability insurance shall be in an amount no less than \$1,000,000.00 per occurrence.

5. Said insurance shall not be canceled or expire during the term of the event unless a minimum of ten (10) days written notice is given to the Finance Director of the City of Bisbee.



Signature of Permittee or Authorized Representative

Patricia Worth
Print Name

June 9, 2016
Date

COUNCIL ACTION:	
Recommended to:	Approve: _____ Deny: _____
With conditions as noted:	_____
_____	_____
Mayor's Signature	Date



CERTIFICATE OF LIABILITY INSURANCE

7/1/2016

DATE (MM/DD/YYYY)

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

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

PRODUCER LOCKTON COMPANIES 500 West Monroe, Suite 3400 CHICAGO IL 60661 (312) 669-6900	CONTACT NAME: Lockton Companies PHONE (A/C, No, Ext): 1-800-921-3172 E-MAIL ADDRESS: rotary@lockton.com	FAX (A/C, No): 1-312-681-6769
	INSURER(S) AFFORDING COVERAGE	
INSURED 1393456 All Active US Rotary Clubs & Districts Attn: Risk Management Department 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER A : Westchester Fire Insurance Company NAIC # 10030	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES ROTINO1 **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability <input type="checkbox"/> Included GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		PMI G23861355 007	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PMI G23861355 007	7/1/2015	7/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A		NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as Additional Insured where required by written contract or permit subject to the terms and conditions of the General Liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

**CITY OF BISBEE FINANCE DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6000
APPLICATION FOR SPECIAL EVENT LICENSE**

(Please print firmly or type)

(1) Applicant's Name: *Bisbee Rotary Club / Bisbee Rotary Charities*
EIN #26-1365794

(2) Mailing Address, City, State & Zip: *PO Box 21, Bisbee AZ 85603*

(3) Business Name: *Bisbee Rotary Club / Bisbee Rotary Charities*

(4) Business Address: *same*

(5) City: _____ **State:** _____ **Zip:** _____

(6) Business Phone No.: *432-7071 (c/o Bisbee Museum)* **Resident Phone No.:** *N/A*

(7) Name of Special Event: *Vintage Bisbee*

Date: *October 8, 2016*

Specify date(s) License needed: *October 3, 2016*

(8) Will you be serving food : *Yes*

If yes, do you have a Health Dept. Food Certificate: *Catered by Bisbee Restaurants*

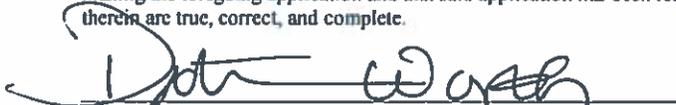
(A copy of the Cochise County Health Dept. Certificate **MUST** accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50

Vendor fee of: \$2.50 per day. (When promoter subletting to other vendors)

Total submitted: \$ _____

I, *Patricia Worth*, being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.



Signature of Applicant

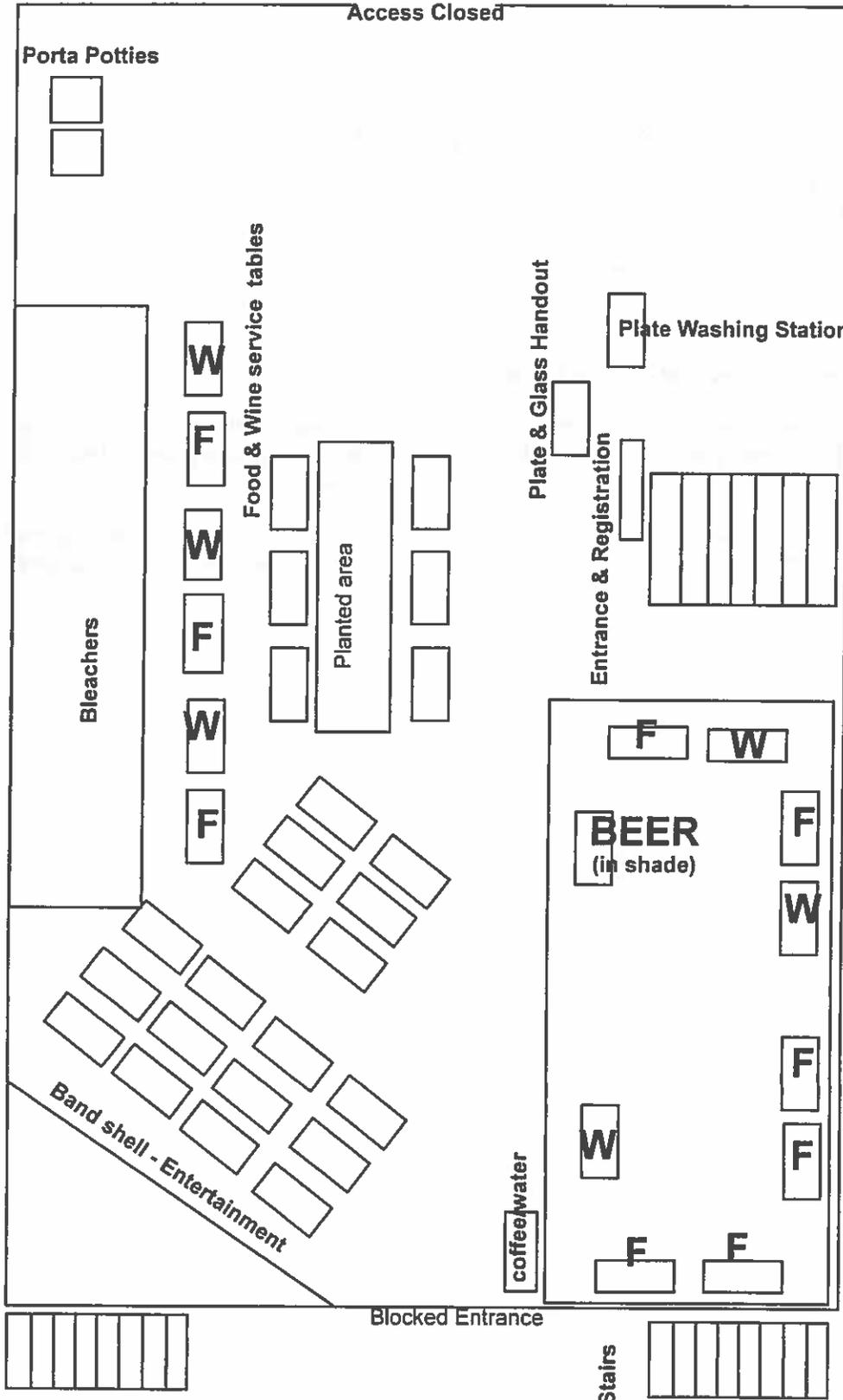
June 9, 2016
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

TAYLOR STREET



TAYLOR STREET



Dimensions @ 280 ft N/S x @ 120 ft E/W

Bisbee Rotary Club
Vintage Bisbee Fundraising Event
October 8, 2016

City Park

Event Plan

Vintage Bisbee is a food and wine tasting fundraising event, wholly contained in City Park.

Beginning at 10:00 AM, Rotary Club members will deliver chairs, tables, pop-up tents, and all necessary material for set up.

2:00 wine pourers will set up the wine tasting tables

3:00 restaurants will begin delivering food

A Club member will be on site at all times the day of the event.

4:00 – 7:00 event; public access is restricted to the Park. All entryways will be blocked except for the stairs leading from Brewery Avenue, which will serve as the event entrance; a guard will be at the truck delivery access for ADA access or delivery. All participants will register at the check-in.

7:00 – 9:30 Rotary Club members will take down the tents, and remove all chairs, tables, and materials. Rotary Club members will make sure the park is clean and all garbage brought to the dumpsters.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY THE BISBEE ROTARY CHARITIES FOR AN EVENT TO BE HELD AT CITY PARK ON SATURDAY, OCTOBER 8, 2016 FROM 4:00PM-7:00PM; PATRICIA WORTH, APPLICANT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Special Event Liquor License Application

PROPOSED MOTION: I move to approve the Special Event Liquor License Application Submitted by the Bisbee Rotary Charities for an Event to be held at City Park on Saturday, October 8, 2016 from 4:00PM-7:00PM; Patricia Worth, Applicant.

DISCUSSION:

Ms. Worth has requested approval of a Special Event Liquor License Application to hold a Vintage Bisbee Wine & Food Tasting and Entertainment at City Park. The event will be held on Saturday, October 8, 2016 from 4:00PM- 7:00PM.

Ms. Hansen has indicated that the auxiliary park entrances will be fenced off; controlled access to the ticketed event and there will be three (3) Security Personnel at this event.

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: Ronald Oertle
Ronald Oertle, Mayor

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

FOR DLLC USE ONLY

Event date(s):

Event time start/end:

APPLICATION FOR SPECIAL EVENT LICENSE

Fee= \$25.00 per day for 1-10 days (consecutive)

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. §44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: Bisbee Rotary Club/ Bisbee Rotary Charities

SECTION 2 Non-Profit/IRS Tax Exempt Number: 26-1365794

SECTION 3 The organization is a: (check one box only)

- Charitable (501.C) Fraternal (must have regular membership and have been in existence for over five (5) years)
 Religious Civic (Rotary, College Scholarship) Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises?

- Yes No

Name of Business

License Number

Phone (include Area Code)

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?
Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use
 Dispense and serve all spirituous liquors under retailer's license
 Dispense and serve all spirituous liquors under special event
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

SECTION 6 What is the purpose of this event? On-site consumption Off-site (auction) Both

SECTION 7 Location of the Event: City Park

Address of Location: Brewery Gulch & Taylor Street Bisbee Arizona 85603
Street City County/State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? Yes No

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Worth, Patricia 5/15/1954
Last First Middle Date of Birth

2. Applicant's mailing address: PO Box 21 Bisbee Arizona 85603
Street City State Zip

3. Applicant's home/cell phone: (541) 297-1625 Applicant's business phone: ()

4. Applicant's email address: naturally.living@yahoo.com

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 0
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event? Yes No
 (If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Bisbee Rotary Charities Percentage 100%
 Address PO Box 21 Bisbee Arizona 85603
Street City State Zip

Name _____ Percentage _____
 Address _____
Street City State Zip

5. Please read A.R.S. §4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

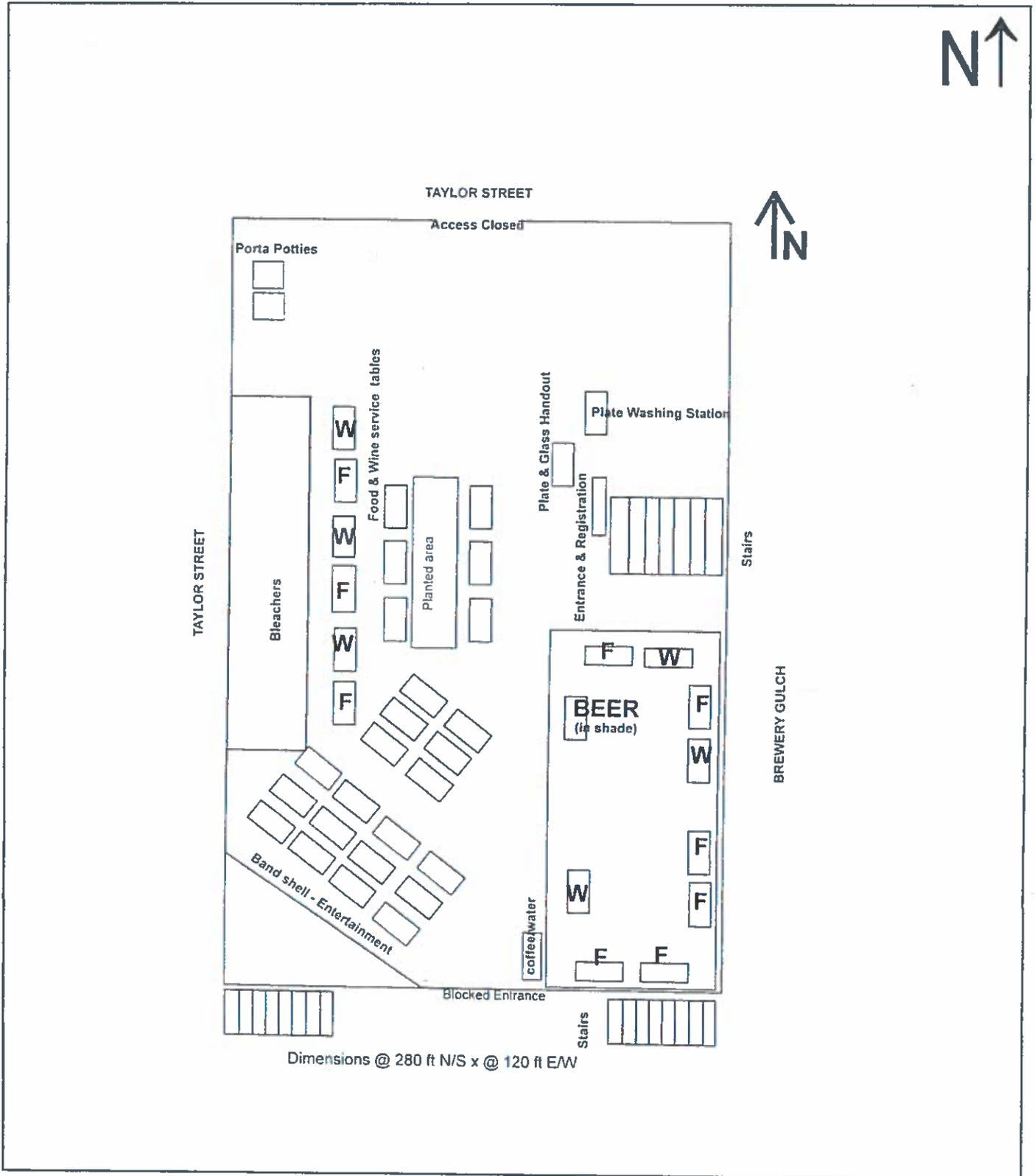
_____ Number of Police 3 Number of Security Personnel Fencing Barriers

Explanation: The auxillary park entrances will be fenced off; controlled access to the ticketed event; Rotarian members will serve as security

SECTION 11 Date(s) and Hours of Event. May not exceed 10 consecutive days.
 See A.R.S. §4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>10/8/2016</u>	<u>Saturday</u>	<u>4:00 PM</u>	<u>7:00 PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 12 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.



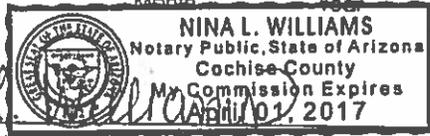
SECTION 13 This section is to be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, JOAN C. HANSEN declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON
(Print full name)
 appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event
 Liquor License.

X *Joan C Hansen* President Bishop 6/13/16 520 249-7624
(Signature) Title/ Position Rotary Date Phone #

The foregoing instrument was acknowledged before me this 13th June 2016
Day Month Year
 State Arizona County of Cochise

My Commission Expires on: 4/1/2017
Date

Nina L. Williams
Signature of Notary Public


SECTION 14 This section is to be completed only by the applicant named in Section 9.

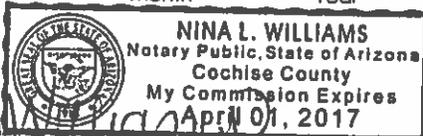
I, Patricia Worth declare that I am the APPLICANT filing this application as
(Print full name)
 listed in Section 9. I have read the application and the contents and all statements are true, correct and
 complete.

X *Patricia Worth* President-Elect 6/13/16 541.297-1625
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 13th June 2016
Day Month Year

State Arizona County of Cochise

My Commission Expires on: 4/1/2017
Date

Nina L. Williams
Signature of Notary Public


The local governing body may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE VOGUE, INC. FOR THE USE OF VARIOUS CITY STREETS AND STAIRCASES FOR THE BISBEE 1000 STAIR CLIMB ON SATURDAY, OCTOBER 15, 2016 FROM 5:00AM TO 8:00PM, THIS INCLUDED SET UP AND BREAKDOWN

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the park, facility, and right-of-way use permit for the use of Various Streets and Staircases for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016, from 5:00AM to 8:00PM.

DISCUSSION:

Ms. Cynthia Conroy has submitted a Park, Facility, and Right-of-Way use Permit's to hold the Bisbee 1000 Stair Climb. It will take place on Saturday, October 15, 2016.

Ms. Conroy has agreed to pay the fees associated with this permit. Bisbee Vogue Inc is also requesting approval of three additional permits. The total cost for all four permits is \$3,180.75.

Staff has reviewed the permit and recommends approval.

FISCAL IMPACT: \$3,105.75

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Justin Johnson
Justin Johnson, City Manager

CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT
 (This permit must be approved by City Council and/or by Parks staff prior to the event)

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

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

APPLICANT INFORMATION

1. Applicant Name: Cynthia Conroy Date: 10-15-2016
2. Organization Name: Bisbee Hoane Inc.
3. Mailing Address: Box 1099
- Phone #: 266-0401 Contact name and phone # during event Cynthia Conroy 520-266-0401
4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).
Bisbee 1000 the great stairclimb 10/15/16 6AM - Noon
Fire and Ice Challenge - Ironman Ice Competition 11AM - 2PM
Bisbee 1000 Craft Beer Festival 1:30 - 6 pm
5. Approximate Number of Participants and/or Spectators: 2000
6. Requested Location of Event: Old Bisbee, City Park, Grassy Park, Goat Park
 Event Rout.
7. Date(s) of Event: Oct 15, 2016
8. Hours of Event: 7am - Noon / 11am - 2pm / 1:30 - 6 pm
9. Hours of Reservation (with set-up and breakdown) 5am - 8 pm
10. Request Consumption of Alcohol: X Yes No
11. Request Sales of Alcohol: Yes X No

1/12

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

\$ _____ General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY),
Band Shell Access \$50 (CITY PARK):

GENERATORS ARE PERMITTED....ALL JUMPING CASTLES MUST HAVE INSURANCE AND GENERATORS

\$ 10 Beer Permit (non-commercial permits only) \$10

\$ _____ Police (escorts, security, road closures, redirecting of traffic): for _

\$ _____ Park Public Works staff (example: posting closures of streets/parking, access to facility/band shell/restrooms, etc): _____

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

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

\$25 non-commercial or \$50 commercial permit fee paid before permit is processed.

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

Fees for above service requests in the amount of \$ _____ before permit is processed or event can take place.

Business License/Special Event License Fee of \$32.50 paid before permit is processed- where there is a promoter sub-letting booth space to vendors, the promoter will pay a fee of \$32.50 and \$4.00 per vendor per day. The promoter is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promoter and all vendors via their State tax forms.

Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).

Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.

County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)

Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.

Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

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

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

CA Conroy
Signature of Applicant/Authorized Party

6/14/16
Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) Bisbee 1000 event the period from (date & time) 10/14/16 12:01 AM to 10/16/16 12:01 AM the permittee 14 agrees to the following:

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

If Permittee is required to provide insurance:

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

CA Conroy
Signature of Permittee or Authorized Representative

Cynthia Conroy
Print Name

6-14-16
Date

COUNCIL ACTION:	
Recommended to:	Approve: _____ Deny: _____
With conditions as noted:	
Mayor's Signature:	Date:

4/12

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

- (1) Applicant's Name: Cynthia Conroy
- (2) Mailing Address, City, State & Zip: Box 1099
Bisbee AZ 85603
- (3) Business Name: Bisbee Vogue Inc.
- (4) Business Address: 201 Tombstone Canyon
- (5) City: Bisbee State: AZ Zip: 85603
- (6) Business Phone No.: 520 266 0401 Resident Phone No.: 520-266-0401
- (7) Name of Special Event: Bisbee 1000 The Great Stairclimb Date: 10-15-16
- Specify date(s) License needed: 10-15-16
- (8) Will you be serving food: YES NO

If yes, do you have a Health Dept. Food Certificate: YES NO
(A copy of the Cochise County Health Dept. Certificate MUST accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ 32.50

I, Cynthia Conroy being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

Cynthia Conroy
Signature of Applicant

6-14-2016
Date

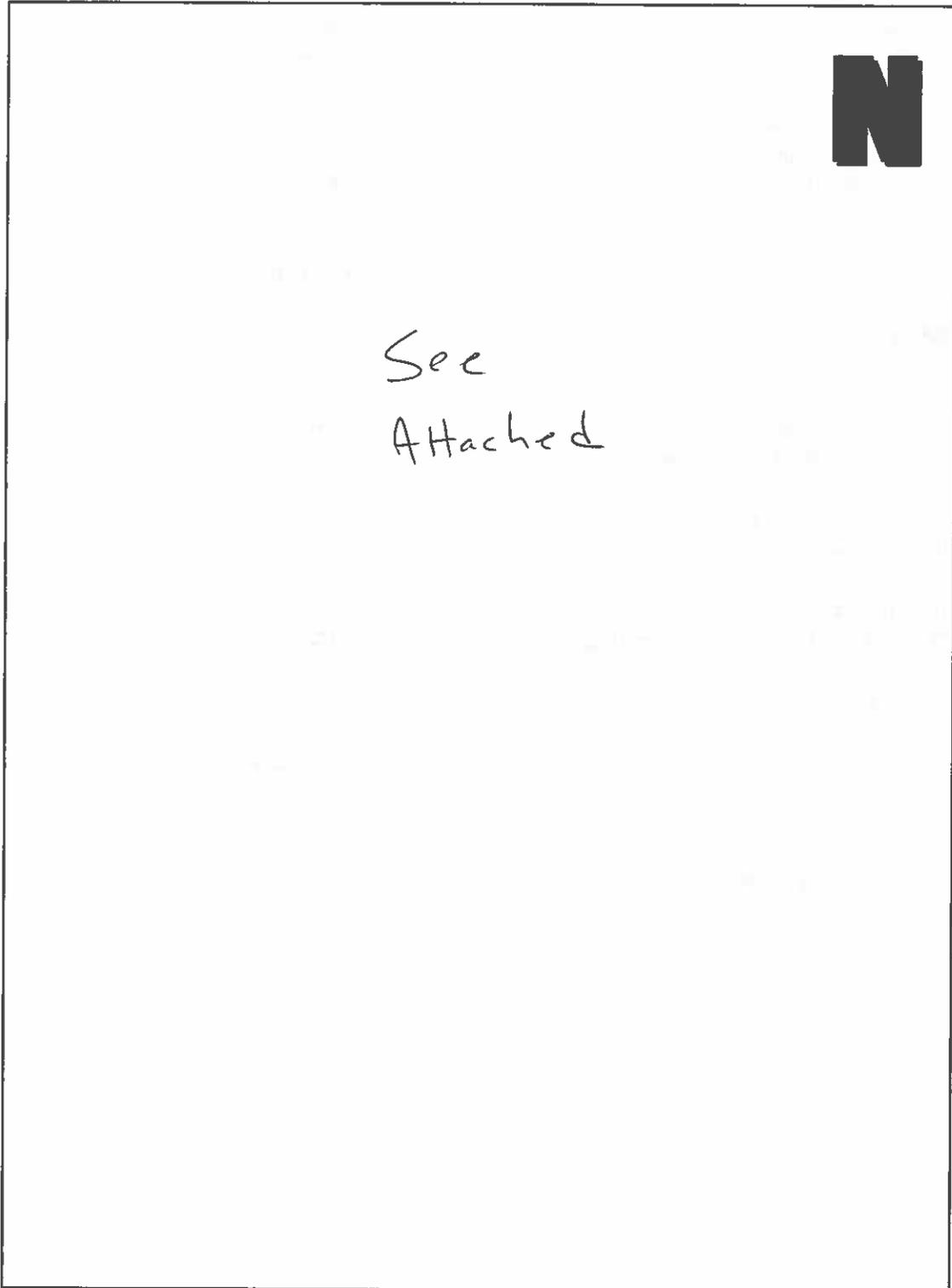
Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

5/12

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)

NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



Bisbee 1000 Stair Climb Event October 2016

PERMIT FEES:

Bisbee 1000 Event	\$25.00
Special Event License	\$32.50
Grassy Park Permit	\$25.00
City Park Permit	\$25.00
Goar Park Permit	\$25.00
30- "No Parking" Signs @ \$1.50ea	\$45.00
2- "Road Closed" Signs @ 1.50ea	\$ 3.00
3- Dumpsters @ \$30.00ea	\$90.00

TOTAL: **\$270.50**

PERSONNEL COSTS:

Police Department:	
1-Officer Incident Action Planning @ \$63.65 for 10hrs. (Day of Event, IAP, 3 Planning Meetings)	\$636.50
5- Officers @ 50.07 for 5hrs.	\$1,251.75
6- Police Units @ \$30.00 per day	\$180.00
Fire Department:	
1- EMT @ \$36.00 for 3 planning meetings	\$108.00
2- EMT's @ \$36.00 per hr. for 6 hrs.	\$432.00
2- Paramedic @ \$43.00 per hr. for 6 hrs.	\$552.00

TOTAL: **\$3,160.25**

CREDITS:

Reduction in Permit Fee Per Guidelines (250.00)

TOTAL CREDITS: **(250.00)**

TOTAL : **\$3,180.75**

UTILITY AREA
FOR BISBEE
HOSPITALITY
GROUP

COPPER QUEEN PLAZA
CONVENTION CENTER

BISBEE COFFEE CO.
PATIO

WIRE FENCE

CONCRETE BARRICADES + fence

SECURITY PERSONNEL

SECURITY

CONCRETE WALL

APPROXIMATELY 25
DRAFT BREWERS
WITH STATIONS AROUND
THE PERIMETER OF
THIS AREA

125 FT FROM
ENTRANCE AREA
TO
BARRICADES

46.7 FT FROM
WIRED FENCE TO CONCRETE WALL

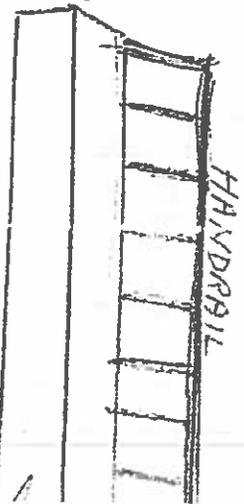
10 gate
entrance
guards

SECURITY PERSONNEL

MESH FENCING
(POLY BARRIER)

ENTRANCE
TO BISBEE
FESTIVAL

TRAILS



TRAFFIC
FLOW

COMMERCIAL
ST.

POST
7/12





ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)
5/23/2016

AGENCY		CARRIER United States Fire Insurance Company		NAIC CODE 21113
POLICY NUMBER SRPGP-101-0716/USP212520		EFFECTIVE DATE 10/12/2016 12:01 AM	NAMED INSURED(S) Bisbee Vogue, Inc.	

ADDITIONAL INTEREST (Not all fields apply to all scenarios - provide only the necessary data)

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		Cochise County 1415 Meadow Lane Bldg A PO Box 4249 Bisbee, AZ 85603						LOCATION:
		REFERENCE / LOAN #:	INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
						ITEM CLASS:		ITEM:
						ITEM DESCRIPTION		
						FAX (A/C, No):		

REASON FOR INTEREST:	E-MAIL ADDRESS:
----------------------	-----------------

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		City of Bisbee 118 Arizona Street Bisbee, AZ 85603						LOCATION:
		REFERENCE / LOAN #:	INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
						ITEM CLASS:		ITEM:
						ITEM DESCRIPTION		
						FAX (A/C, No):		

REASON FOR INTEREST:	E-MAIL ADDRESS:
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INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		Bisbee Hospitality Group 2 Main Street Bisbee, AZ 85603						LOCATION:
		REFERENCE / LOAN #:	INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
						ITEM CLASS:		ITEM:
						ITEM DESCRIPTION		
						FAX (A/C, No):		

REASON FOR INTEREST:	E-MAIL ADDRESS:
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INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
		St. Patrick Catholic Parish 100 Quality Hill Bisbee, AZ 85603						LOCATION:
		REFERENCE / LOAN #:	INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
						ITEM CLASS:		ITEM:
						ITEM DESCRIPTION		
						FAX (A/C, No):		

REASON FOR INTEREST:	E-MAIL ADDRESS:
----------------------	-----------------

INTEREST <input checked="" type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> BEACH OF WARRANTY <input type="checkbox"/> CO-OWNER <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LEASEBACK OWNER <input type="checkbox"/> LIENHOLDER	<input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE <input type="checkbox"/> OWNER <input type="checkbox"/> REGISTRANT <input type="checkbox"/> TRUSTEE	NAME AND ADDRESS RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
								LOCATION:
		REFERENCE / LOAN #:	INTEREST END DATE:				VEHICLE:	BOAT:
		LIEN AMOUNT:	PHONE (A/C, No, Ex):				AIRPORT:	AIRCRAFT:
						ITEM CLASS:		ITEM:
						ITEM DESCRIPTION		
						FAX (A/C, No):		

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.

9/12

Parking, Road Closure Operations Plan

NOTE: PUBLIC WORKS AND OPERATIONS MANAGER ANDY HARATYK HAS APPROVED CHALK MARKING ON STREETS, SIDEWALKS.

Wednesday, October 14, 2015

TIME	ACTIVITY
6 a.m.	Block two (2) parking spaces in front of the Bisbee Vogue, Inc. building at 201 Tombstone Canyon. In effect through Saturday, October 17.

Thursday, October 15, 2015

TIME	ACTIVITY
6 a.m. to 8 a.m.	All traffic barricades will be delivered and dropped by Public Works off at the County Court House and the Ironman statute area. BVI to post "No Parking" signs and place traffic barricades in all permitted areas.

Friday, October 16, 2015

TIME	ACTIVITY
5 a.m.	Secure all parking spaces around the Convention Center at North end of building.
7 a.m.	Secure parking spaces in front of Bisbee Vogue, Inc., at 201 Tombstone Canyon through Saturday, October 17 at 3 p.m. Private Property
Noon to 3 p.m.	The following activities will be completed by BVI board members, staff and volunteers to secure parking noticed by police: <ul style="list-style-type: none"><i>PW</i> • At City Park, four (4) parking spaces at Staircase 1 entrance, two on each side of the stairway entrance. Open spaces at 11 a.m. on Saturday, October 17.<i>PW</i> • At 81 Main Street, four (4) spaces at the entrance to Staircase #3. Open spaces at 11 a.m.

10/12

- Main Street at Bisbee Royale and Bisbee Inn five (5) spaces at Staircase #8. Open spaces at 11 a.m.
- Secure all parking spaces northwest of Clawson St. in front of the High Desert Café by 3 p.m. and three (3) spaces on the west side of Tombstone Canyon starting at Screaming Banshee.

Saturday, October 17, 2015

TIME	ROAD CLOSURES ACTIVITY
5 a.m. to 2 p.m.	Quality Hill and Ledge Street entrance for start and end of race. Race starts at 9 a.m. and people are off course by 11:30 a.m. Clean-up to start at noon and finish by 2 p.m. (See attached Map #1)
6 a.m. to 10:45 a.m.	Curve closed and monitored by police officers per IAP.
8 a.m. to 2:15 p.m.	Clawson Road from High Road/Maxfield intersection to Tombstone Canyon for the Bisbee 1000 and the Ironman Ice Competition and Fire & Ice Challenge. (See Map #2.)
8:45 a.m. to 10:45 a.m.	Subway from intersection at Shearer to northwest intersection at Main Street. (See Map 3) Main Street from Brewery Avenue to Art Avenue. (See Map #4).

2 ROAD CLOSURE SIGNS

1 DUMPSTER BEHIND BARCO

2 LG RECYCLE BIN CARDBOARD ST. PATS

3 LG DUMPSTERS @ ST. PATS

11/12

BISBEE 1000

THE GREAT STAIR CLIMB

ALWAYS THE 3RD WEEKEND IN OCT

Running, walking, exploring 9 sets of historic stairs and roadways at a mile-high altitude!



Ironman Ice start/finish

155 stairs

start

2 100 stairs

Ironman Ice start/finish

155 stairs

Bisbee 1000 start

Bisbee 1000 finish

98 stairs

127 stairs

181 stairs

78 stairs

151 stairs

73 stairs

130 stairs

96 stairs

12/2

Go to Bisbee1000.org

Call 520-266-0401 email bisbee1000info@gmail.com

Bisbee Visitor Center: discoverbisbee.com 1-866-2BISBEE

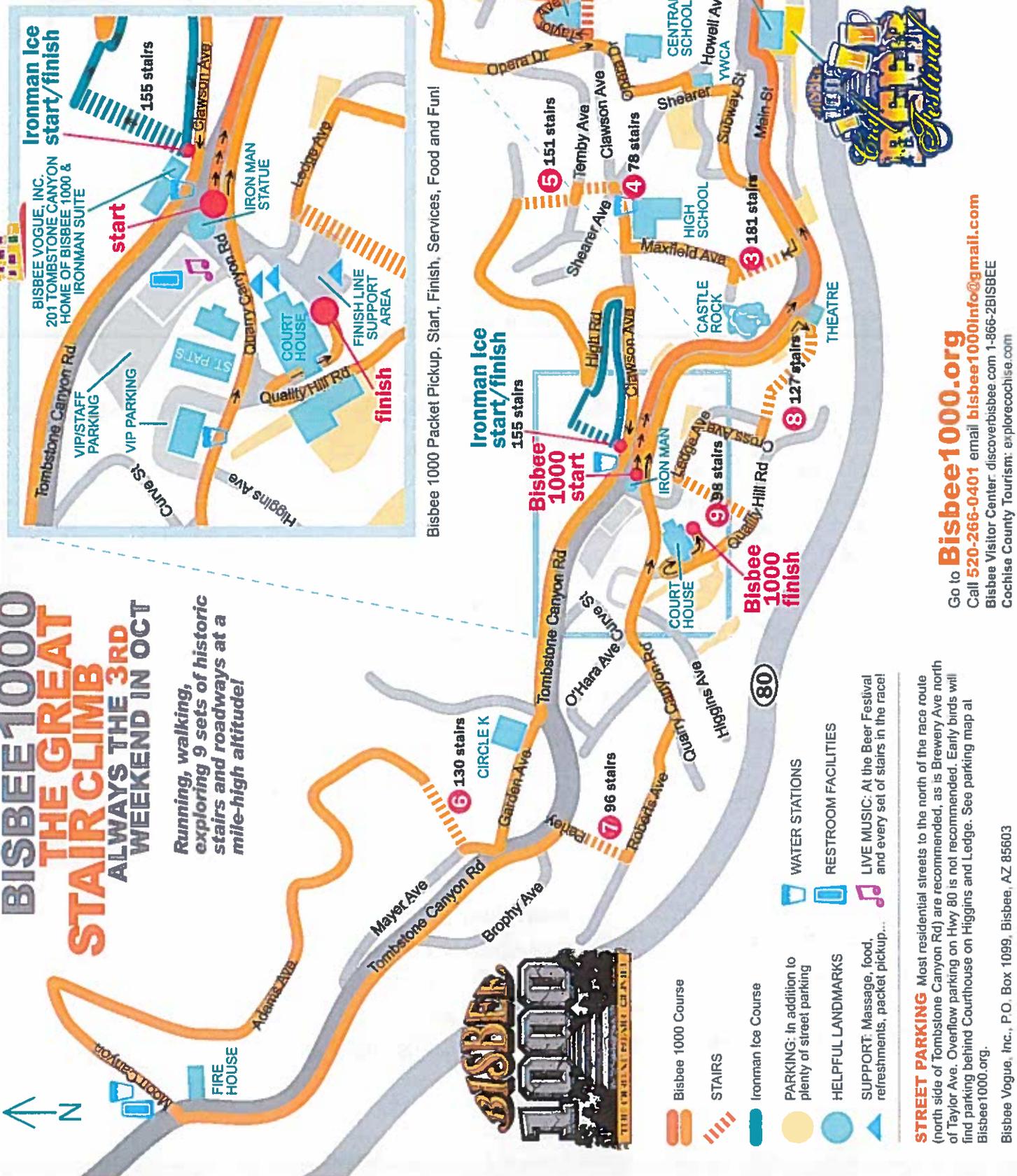
Cochise County Tourism: explorecochise.com

BISBEE VOGUE, INC.

SMALL TOWN. GREAT PROSPECTS.

STREET PARKING Most residential streets to the north of the race route (north side of Tombstone Canyon Rd) are recommended, as is Brewery Ave north of Taylor Ave. Overflow parking on Hwy 80 is not recommended. Early birds will find parking behind Courthouse on Higgins and Ledger. See parking map at Bisbee1000.org.

Bisbee Vogue, Inc., P.O. Box 1099, Bisbee, AZ 85603



Bisbee 1000 Packet Pickup, Start, Finish, Services, Food and Fun!

— Bisbee 1000 Course

— STAIRS

— Ironman Ice Course

— PARKING: In addition to plenty of street parking

— HELPFUL LANDMARKS

— SUPPORT: Massage, food, refreshments, packet pickup...

— WATER STATIONS

— RESTROOM FACILITIES

— LIVE MUSIC: At the Beer Festival and every set of stairs in the race!



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE VOGUE, INC. FOR THE USE OF CITY PARK FOR THE BISBEE 1000 STAIR CLIMB ON SATURDAY, OCTOBER 15, 2016 FROM 5:00AM TO 6:00PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the park, facility, and right-of-way use permit for the use of City Park for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016, from 5:00AM to 6:00PM.

DISCUSSION:

Ms. Cynthia Conroy has submitted a Park, Facility, and Right-of-Way use Permit for the City Park for the Bisbee 1000 Stair Climb. It will take place on Saturday, October 15, 2016.

Staff has reviewed the permit and recommends approval.

FISCAL IMPACT: \$25.00

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED:

Prepared by:

Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by:

Jestin Johnson
Jestin Johnson, City Manager

CP

Permit No. 39-16

CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT
(This permit must be approved by City Council and/or by Parks staff prior to the event)

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

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

APPLICANT INFORMATION

1. Applicant Name: Cynthia Conroy Date: 6-7-16

2. Organization Name: Bisbee Vogue Inc

3. Mailing Address: Po Box 1099

Phone #: 266-0401 Contact name and phone # during event Cynthia Conroy

4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).

5. Approximate Number of Participants and/or Spectators: _____

6. Requested Location of Event: City Park

7. Date(s) of Event: Oct 15 2016

8. Hours of Event: 7 am - 6 pm

9. Hours of Reservation (with set-up and breakdown) 5 am - 6 pm

10. Request Consumption of Alcohol: _____ Yes No

11. Request Sales of Alcohol: _____ Yes No

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

- \$ _____ General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY),
Band Shell Access \$50 (CITY PARK):
 GENERATORS ARE PERMITTED....ALL JUMPING CASTLES MUST HAVE
INSURANCE AND GENERATORS
- \$ _____ Beer Permit (non-commercial permits only) \$10
- \$ _____ Police (escorts, security, road closures, redirecting of traffic): for _
- \$ _____ Park Public Works staff (example: posting closures of streets/parking, access to
facility/band shell/restrooms, etc): _____
- _____
- \$ _____ Other - any additional requests made by applicant or any other conditions set by the
City Council, City Code, ordinance or resolution.

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

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

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

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

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

CAC
Signature of Applicant/Authorized Party

6.14.2016
Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) _____ event the period from (date & time) _____ to _____, the permittee _____ agrees to the following:

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

If Permittee is required to provide insurance:

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



Signature of Permittee or Authorized Representative

Print Name

Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

(1) Applicant's Name: _____

(2) Mailing Address, City, State & Zip: _____

(3) Business Name: _____

(4) Business Address: _____

(5) City: _____ State: _____ Zip: _____

(6) Business Phone No.: _____ Resident Phone No.: _____

(7) Name of Special Event: _____ Date: _____

Specify date(s) License needed: _____

(8) Will you be serving food: _____ YES _____ NO

If yes, do you have a Health Dept. Food Certificate: _____ YES _____ NO
(A copy of the Cochise County Health Dept. Certificate **MUST**
accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ _____

I, _____ being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

Signature of Applicant

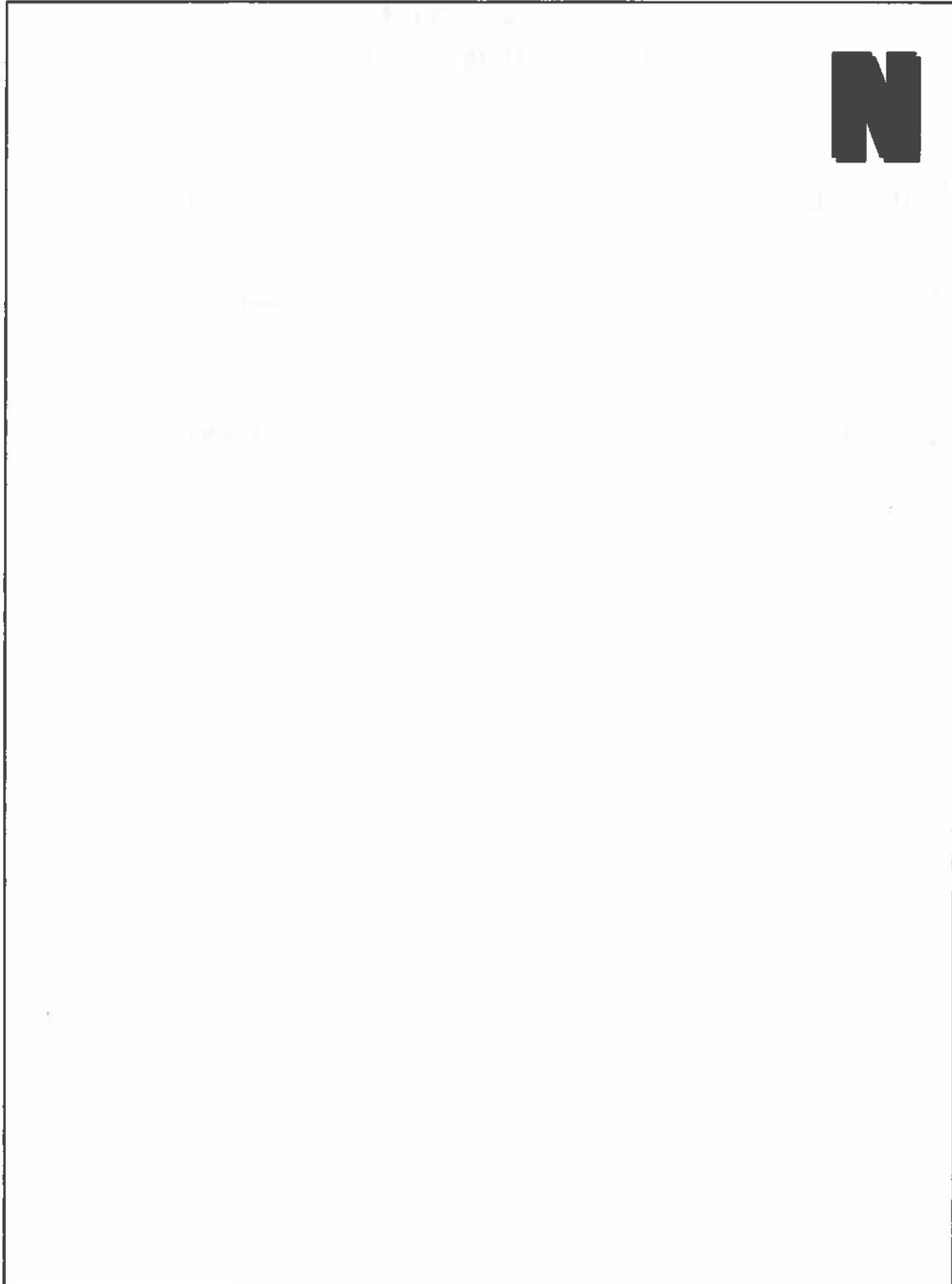
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)

NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



BISBEE 1000 STAIR CLIMB
FIRE & IRONMAN ICE COMPETITION
CRAFT BEER FESTIVAL
EVENT
CITY PARK
OCTOBER 15, 2016

Permit Fee	\$ 25.00
TOTAL	\$ 25.00
Deposit	\$ 50.00



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE VOGUE, INC. FOR THE USE OF GOAR PARK FOR THE BISBEE 1000 STAIR CLIMB ON SATURDAY, OCTOBER 15, 2016 FROM 5:00AM TO 6:00PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the park, facility, and right-of-way use permit for the use of Goar Park for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016, from 5:00AM to 6:00PM.

DISCUSSION:

Ms. Cynthia Conroy has submitted a Park, Facility, and Right-of-Way use Permit for Goar Park for the Bisbee 1000 Stair Climb. It will take place on Saturday, October 15, 2016.

Staff has reviewed the permit and recommends approval.

FISCAL IMPACT: \$25.00

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED:

Prepared by:

Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by:

Justin Johnson
Justin Johnson, City Manager

goar

Permit No. 38-16

CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT
(This permit must be approved by City Council and/or by Parks staff prior to the event)

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

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

APPLICANT INFORMATION

1. Applicant Name: Cynthia Conroy Date: 6-7-16

2. Organization Name: Bisbee Vogue Inc

3. Mailing Address: PO Box 1099

Phone #: 266 0401 Contact name and phone # during event Cynthia Conroy

4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).

5. Approximate Number of Participants and/or Spectators: _____

6. Requested Location of Event: Goar Park

7. Date(s) of Event: Oct 15, 2016

8. Hours of Event: 7am - 6pm

9. Hours of Reservation (with set-up and breakdown) 5am - 6pm

10. Request Consumption of Alcohol: _____ Yes No

11. Request Sales of Alcohol: _____ Yes No

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

\$ _____ General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY),
Band Shell Access \$50 (CITY PARK):

GENERATORS ARE PERMITTED ...ALL JUMPING CASTLES MUST HAVE INSURANCE AND GENERATORS

\$ _____ Beer Permit (non-commercial permits only) \$10

\$ _____ Police (escorts, security, road closures, redirecting of traffic): for _

\$ _____ Park Public Works staff (example: posting closures of streets/parking, access to facility/band shell/restrooms, etc): _____

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

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

\$25 non-commercial or \$50 commercial permit fee paid before permit is processed.

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Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).

Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.

County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)

Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.

Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

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

I, Leah M. Long certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.

Leah M. Long
Signature of Applicant/Authorized Party

6-14-2016
Date

HOLD HARMLESS AGREEMENT

Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) _____ event the period from (date & time) _____ to _____, the permittee _____ agrees to the following:

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

If Permittee is required to provide insurance:

2. The Permittee's insurance shall be primary.
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Signature of Permittee or Authorized Representative

Print Name

Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

(1) Applicant's Name: _____

(2) Mailing Address, City, State & Zip: _____

(3) Business Name: _____

(4) Business Address: _____

(5) City: _____ State: _____ Zip: _____

(6) Business Phone No.: _____ Resident Phone No.: _____

(7) Name of Special Event: _____ Date: _____

Specify date(s) License needed: _____

(8) Will you be serving food: _____ YES _____ NO

If yes, do you have a Health Dept. Food Certificate: _____ YES _____ NO

(A copy of the Cochise County Health Dept. Certificate MUST
accompany this application otherwise it will not be accepted)

~

Fees: Permit fee: \$32.50
 Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ _____

I, _____ being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the
licensee making the foregoing application and that said application has been read and that the contents thereof and all
statements contained therein
are true, correct, and complete.

Signature of Applicant

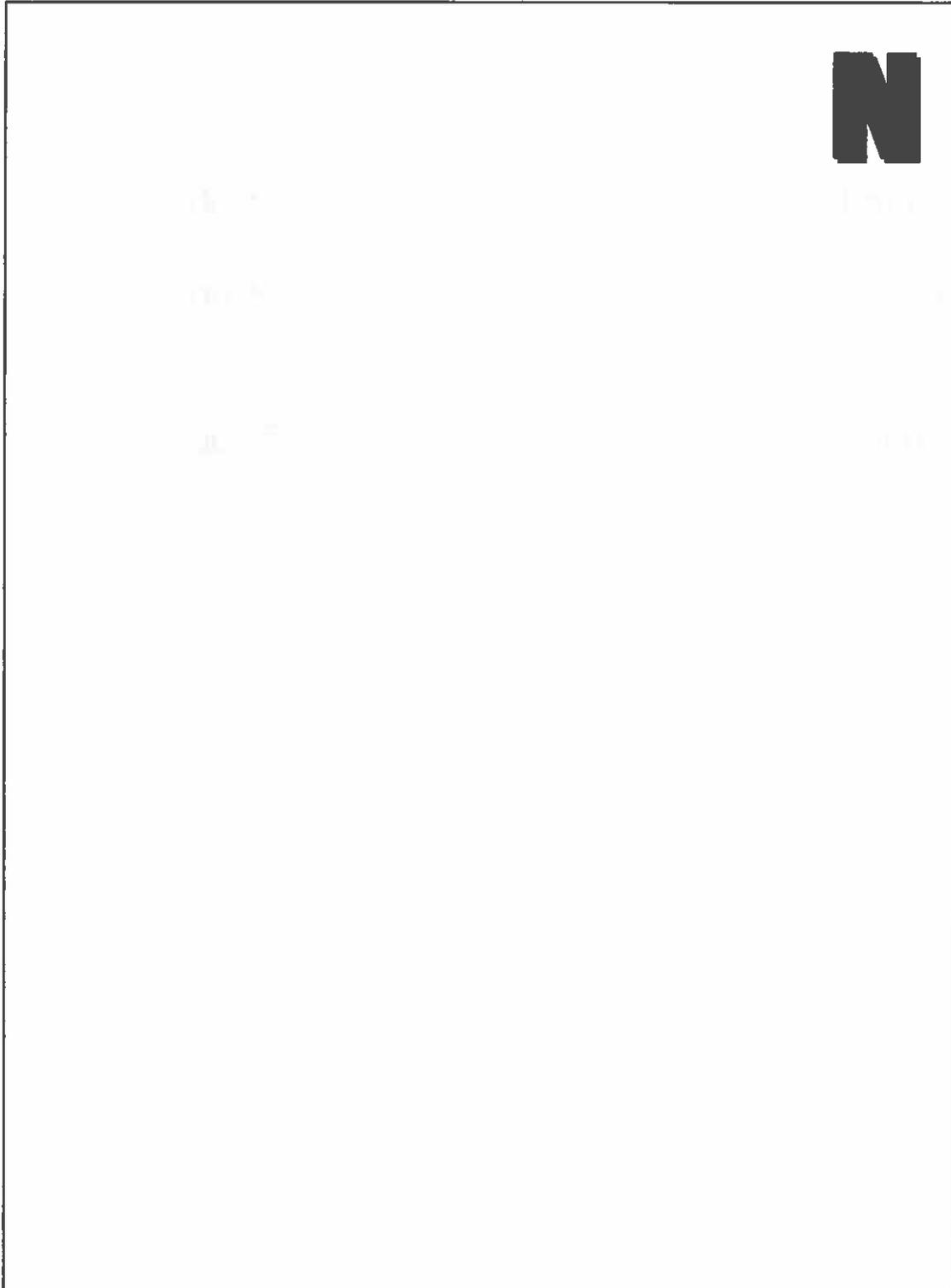
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)

NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



BISBEE 1000 STAIR CLIMB
FIRE & IRONMAN ICE COMPETITION
CRAFT BEER FESTIVAL
EVENT
GORE PARK
OCTOBER 15, 2016

Permit Fee	\$ 25.00
TOTAL	\$ 25.00
Deposit	\$ 50.00



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE VOGUE, INC. FOR THE USE OF GRASSY PARK FOR THE BISBEE 1000 STAIR CLIMB ON SATURDAY, OCTOBER 15, 2016 FROM 5:00AM TO 6:00PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the park, facility, and right-of-way use permit for the use of Grassy Park for the Bisbee 1000 Stair Climb on Saturday, October 15, 2016, from 5:00AM to 6:00PM.

DISCUSSION:

Ms. Cynthia Conroy has submitted a Park, Facility, and Right-of-Way use Permit for Grassy Park for the Bisbee 1000 Stair Climb. It will take place on Saturday, October 15, 2016.

Staff has reviewed the permit and recommends approval.

FISCAL IMPACT: \$25.00

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Justin Johnson
Justin Johnson, City Manager

CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT
(This permit must be approved by City Council and/or by Parks staff prior to the event)

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

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APPLICANT INFORMATION

1. Applicant Name: Date: Cynthia Corroy Date: 6-7-16

2. Organization Name: Bisbee Vogue Inc

3. Mailing Address: PO Box 1099

Phone #: 266 0401 Contact name and phone # during event Cynthia Corroy

4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).

5. Approximate Number of Participants and/or Spectators: _____

6. Requested Location of Event: Grassy Park

7. Date(s) of Event: Oct 15, 2016

8. Hours of Event: 7 am - 6pm

9. Hours of Reservation (with set-up and breakdown) 5 am - 6pm

10. Request Consumption of Alcohol: _____ Yes X No

11. Request Sales of Alcohol: _____ Yes X No

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

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\$ _____ Park Public Works staff (example: posting closures of streets/parking, access to
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APPLICANT CERTIFICATION

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I, *[Signature]* certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.

[Signature]
Signature of Applicant/Authorized Party

6-14-2016
Date

HOLD HARMLESS AGREEMENT

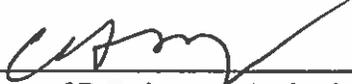
Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) _____ event the period from (date & time) _____ to _____, the permittee _____ agrees to the following:

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

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4. Said liability insurance shall be in an amount no less than \$1,000,000.00 per occurrence.
5. Said insurance shall not be canceled or expired during the term of the event unless a minimum of ten (10) days written notice is given to the Finance Director of the City of Bisbee.



Signature of Permittee or Authorized Representative

Print Name

Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

(1) Applicant's Name: _____

(2) Mailing Address, City, State & Zip: _____

(3) Business Name: _____

(4) Business Address: _____

(5) City: _____ State: _____ Zip: _____

(6) Business Phone No.: _____ Resident Phone No.: _____

(7) Name of Special Event: _____ Date: _____

Specify date(s) License needed: _____

(8) Will you be serving food: _____ YES _____ NO

If yes, do you have a Health Dept. Food Certificate: _____ YES _____ NO

(A copy of the Cochise County Health Dept. Certificate **MUST**
accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ _____

I, _____ being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

Signature of Applicant

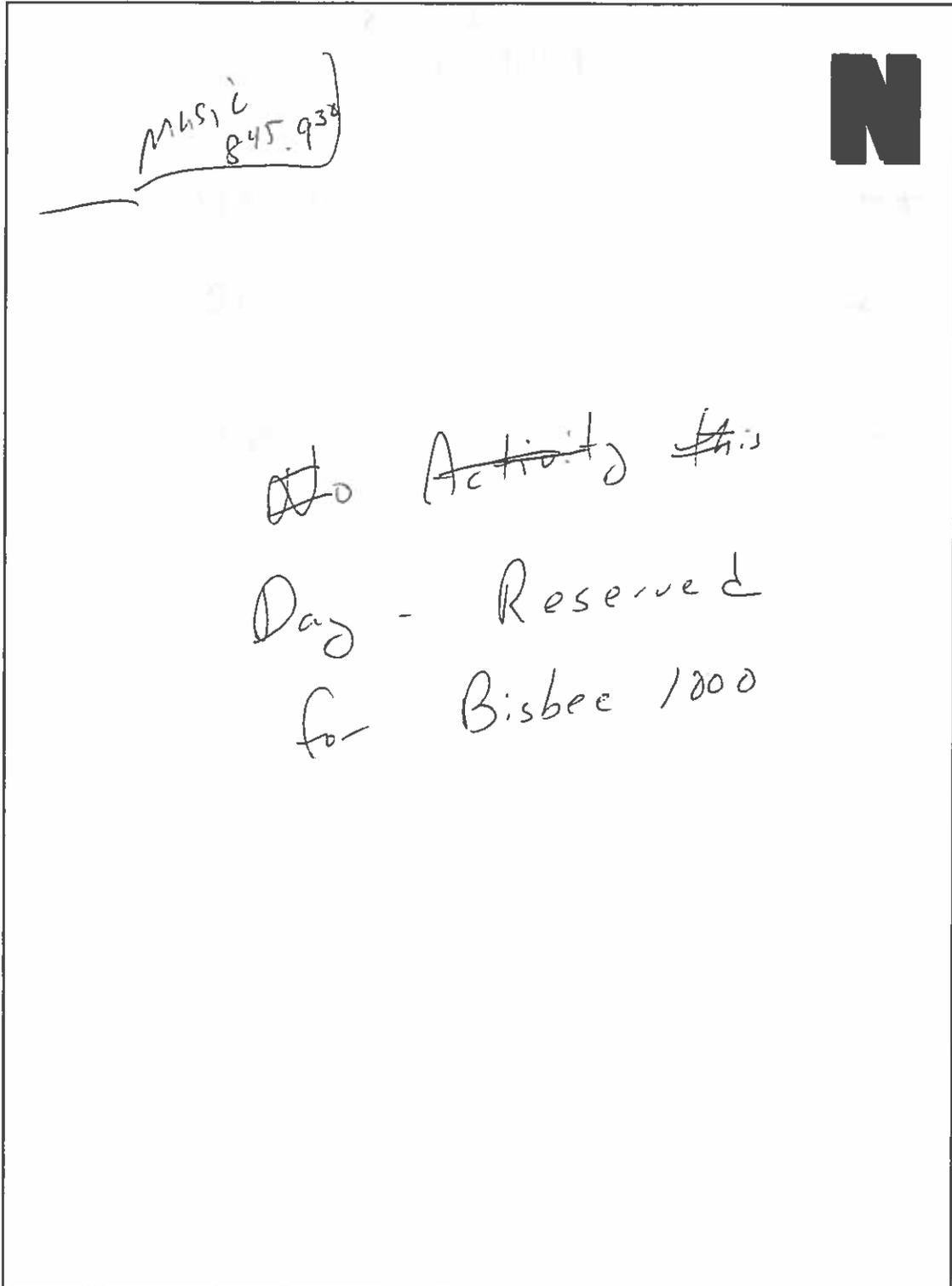
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)

NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



BISBEE 1000 STAIR CLIMB
FIRE & IRONMAN ICE COMPETITION
CRAFT BEER FESTIVAL
EVENT
GRASSY PARK
OCTOBER 15, 2016

Permit Fee	\$ 25.00
TOTAL	\$ 25.00
Deposit	\$ 50.00



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A SPECIAL EVENT LICENSE APPLICATION SUBMITTED BY BISBEE VOGUE, INC. FOR AN EVENT TO BE HELD AT 2 COPPER QUEEN PLAZA (PARKING LOT) SATURDAY, OCTOBER 15, 2016 FROM 1:30PM TO 6:00PM; CYNTHIA CONROY APPLICANT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Special Event License Application

PROPOSED MOTION: I move to approve the Special Event License application submitted by Bisbee Vogue Inc. for an event to be held at 2 Copper Queen Plaza (Parking Lot) on Saturday, October 15, 2016 from 1:30pm to 6:00pm.

DISCUSSION:

Ms. Conroy has requested approval of a Special Event License Application for Bisbee Vogue Inc. for an event to be held at 2 Copper Queen Plaza (Parking Lot) on Saturday, October 15, 2016 from 1:30pm to 6:00pm.

Ms. Conroy has indicated that there will be four (4) Security Personnel; Arizona Rangers, Volunteers and X-Military. There will also be fencing, gates and ID bracelets.

N/A

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle, Mayor



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

FOR DLLC USE ONLY

Event Date(s):
Event time start/end:
CSR:
License:

APPLICATION FOR SPECIAL EVENT LICENSE
 Fee= \$25.00 per day for 1-10 days (consecutive)
 Cash Checks or Money Orders Only

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: Bisbee Vogue Inc.

SECTION 2 Non-Profit/IRS Tax Exempt Number: ~~880017230~~ 96-0713130

SECTION 3 The organization is a: (check one box only)

- Charitable Fraternal (must have regular membership and have been in existence for over five (5) years)
- Religious Civic (Rotary, College Scholarship) Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises? Yes No

Name of Business	License Number	Phone (include Area Code)
------------------	----------------	---------------------------

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use
- Dispense and serve all spirituous liquors under retailer's license
- Dispense and serve all spirituous liquors under special event
- Split premise between special event and retail location

(IF NOT USING RETAIL LICENSE, SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISE TO SUSPEND THE LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF PREMISE, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISE.)

SECTION 6 What is the purpose of this event? On-site consumption Off-site (auction) Both

SECTION 7 Location of the Event: 2 Copper Queen Plaza Parking Lot

Address of Location: 2 Copper Queen Plaza Bisbee AZ 85603
Street City COUNTY State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? Yes No Cochise

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Conroy Cynthia Ann 4/29/47
Last First Middle Date of Birth

2. Applicant's mailing address: 608 Shattuck St Bisbee AZ 85603
Street City State Zip

3. Applicant's home/cell phone: (520) 266-0401 Applicant's business phone: (520) 266-0401

4. Applicant's email address: bisbee1000info@gmail.com

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

Yes No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 0
(The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event? Yes No
(If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Bisbee Vogue Inc Percentage: 100%

Address Box 1099 201 Tombstone Canyon Bisbee AZ 85603
Street City State Zip

Name _____ Percentage: _____

Address _____
Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

Number of Police 4 Number of Security Personnel 4 Fencing Barriers

Explanation: Arizona Rangers, Volunteers, X-military fencing, I.P. Brackets

SECTION 11 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>10-15-16</u>	<u>SAT</u>	<u>1:30</u>	<u>6:00</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 12 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

N↑

See Attached

SECTION 13 To be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

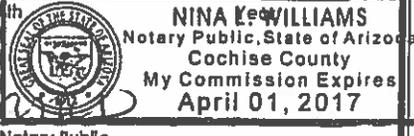
I, (Print Full Name) CYNTHIA ANN CONROY declare that I am an Officer, Director or Chairperson of the organization filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

X CA Conroy President 6.14.2016 520.266.0401
 Signature Title/ Position Date Phone Number

The foregoing instrument was acknowledged before me this 14th June 2016
 Day Month Year

State Arizona County of Cochise

My Commission Expires on: 4/1/2017 Nina L. Williams
 Date Signature of Notary Public



SECTION 14 This section is to be completed only by the applicant named in Section 9.

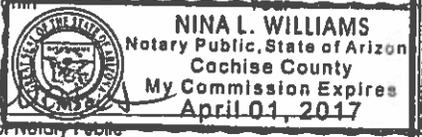
I, (Print Full Name) Cynthia Ann Conroy declare that I am the APPLICANT filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

X CA Conroy President 6.14.2016 520.266.0401
 Signature Title/ Position Date Phone Number

The foregoing instrument was acknowledged before me this 14th June 2016
 Day Month Year

State Arizona County of Cochise

My Commission Expires on: 4/1/2017 Nina L. Williams
 Date Signature of Notary Public



Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section.

I, _____ recommend APPROVAL DISAPPROVAL
 (Government Official) (Title)

On behalf of _____
 (City, Town, County) Signature Date Phone

SECTION 16 For Department of Liquor Licenses and Control use only.

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:
RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A PARK, FACILITY, AND RIGHT-OF-WAY USE PERMIT FOR THE BISBEE COALITION FOR THE HOMELESS FOR THE USE OF CITY PARK FOR "THE 2ND ANNUAL BISBEE MARIACHI FESTIVAL 2016" ON SATURDAY, NOVEMBER 5, 2016 FROM 8:00AM TO 7:00PM

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approval of the Permit

PROPOSED MOTION: I move that we approve the Park, Facility, and Right-of-way use Permit for the Bisbee Coalition for the Homeless for the use of City Park for "The 2nd Annual Bisbee Mariachi Festival 2016" on Saturday, November 5, 2016 from 8:00am to 7:00pm.

DISCUSSION:

Ms. Wanda Leikem has submitted a Park, Facility, and Right-of-Way use permit to hold "The 2nd Annual Bisbee Mariachi Festival 2016". It will take place on Saturday, November 5, 2016. The hours will be from 8:00am to 7:00pm.

Staff has reviewed the permit and recommends approval.

The \$50.00 refundable deposit is required. All other fees will be paid prior to the event except for vendor fees which will be paid following the event.

FISCAL IMPACT: \$884.00

DEPARTMENT LINE ITEM ACCOUNT: 10-34-10880

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado, City Clerk

Reviewed by: Jestin Johnson
Jestin Johnson, City Manager

RECEIVED

JUN 02 2016

CITY CLERK'S OFFICE
CITY OF BISBEE

Permit No. 30-16

CITY OF BISBEE
PARK, FACILITY AND RIGHT -OF -WAY USE PERMIT
(This permit must be approved by City Council and/or by Parks staff prior to the event)

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

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

APPLICANT INFORMATION

1. Applicant Name: Wanda L. Leikem Date: 5/27/2016
2. Organization Name: Bisbee Coalition for the Homeless
3. Mailing Address: P.O. Box 5393 Bisbee AZ 85603
Phone # 432-7839 ~~227-0154~~ Contact name and phone # during event Tony Redolfa - John Aavsta
4. Name and complete description of activity planned (attached separate letter to include breakdown of event and activities and details if more than one activity or if more space is needed).
Bisbee Coalition for the Homeless is planning a fund raiser event "The 2nd Annual Bisbee Mariachi Festival 2016"
There will be one professional Mariachi group (6 to 10 pc) and 2 High School Mariachi groups, 2 Folklorico groups (See attached)
5. Approximate Number of Participants and/or Spectators: 1,700
6. Requested Location of Event: CITY PARK
7. Date(s) of Event: November 5, 2016
8. Hours of Event: 11:00 AM - 6:00 PM
9. Hours of Reservation (with set-up and breakdown) 8:00 AM - 7:00 PM
10. Request Consumption of Alcohol: Yes No
11. Request Sales of Alcohol: Yes No

SERVICES REQUESTED FROM THE CITY OF BISBEE

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

\$ 100.00 General Electricity access \$10 (CITY, LOWER VISTA, & GRASSY PARKS ONLY), Band Shell Access \$50 (CITY PARK):

GENERATORS ARE PERMITTED....ALL JUMPING CASTLES MUST HAVE INSURANCE AND GENERATORS

\$ _____ Beer Permit (non-commercial permits only) \$10

\$ _____ Police (escorts, security, ~~road closures~~, redirecting of traffic): for one day 11/5/16

\$ _____ Park Public Works staff (example: posting closures of streets/parking, access to facility/band shell/restrooms, etc): _____

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

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

\$25 non-commercial or \$50 commercial permit fee paid before permit is processed.

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

Fees for above service requests in the amount of \$ See Attached before permit is processed or event can take place. See Attached

Business License/Special Event License Fee of \$32.50 paid before permit is processed- where there is a promoter sub-letting booth space to vendors, the promoter will pay a fee of \$32.50 and \$4.00 per vendor per day. The promoter is required to supply a list of vendors which describes the items or service the vendor will be selling and pay all applicable fees prior to the event. Sales tax on all items sold at the City rate will be collected by the City for all sales made by the promoter and all vendors via their State tax forms.

Vendor Fee of \$4.00 per vendor, per day (must be submitted prior to the event).

Certificate of insurance required showing City of Bisbee as additional insured - \$1,000,000 minimum for high risk functions.

County Health Department Food Permit must be attached if serving food or having food vendors. Health Department can be contacted at 520- 432-9472 for more information (This is not a food handler's certificate)

Special Event Liquor License Application submitted to the City Clerks office- required in order to serve or sell liquor from the State of Arizona (Department of Liquor Licenses & Control, Phoenix Office). The sale of or consumption of alcoholic beverages must be approved by the City Council.

Copy of flyers or promotional material associated with this event.

NOTES: 1-THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.

2-IF YOU ARE HAVING A PARTY WITHOUT A PERMIT WITH MORE THAN 50 PEOPLE, CITY STAFF WILL COLLECT THE PERMIT FEE AT THE TIME OF YOUR PARTY AND PROVIDE YOU WITH A RECEIPT.

APPLICANT CERTIFICATION

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

I, Wanda L. Leitem certify that I am authorized to sign this agreement and agree to abide by the conditions set forth herein and in the City Code.

Wanda L. Leitem
Signature of Applicant/Authorized Party

5/27/16
Date

CITY OF BISBEE PUBLIC WORKS DEPARTMENT
118 ARIZONA STREET
BISBEE, AZ 85603
(520) 432-6002

APPLICATION FOR SPECIAL EVENT LICENSE

(Please print firmly or type)

- (1) Applicant's Name: Wanda L. Leikem
- (2) Mailing Address, City, State & Zip: 424 Cochise Lane
Bisbee AZ 85603
- (3) Business Name: Bisbee Coalition for the Homeless
- (4) Business Address: 509 Romero Street
- (5) City: Bisbee State: AZ Zip: 85603
- (6) Business Phone No.: 432-7839 Resident Phone No.: (520) 236-9659
- (7) Name of Special Event: The 2nd Annual Bisbee March Festival 2016 Date: 11/5/16
- Specify date(s) License needed: November 5, 2016

(8) Will you be serving food: YES NO

If yes, do you have a Health Dept. Food Certificate: YES NO
(A copy of the Cochise County Health Dept. Certificate MUST accompany this application otherwise it will not be accepted)

Fees: Permit fee: \$32.50
Vendor fee of: \$4.00 per day. (When promoter subletting to other vendors)

Total submitted: \$ 32.50

I, Wanda L. Leikem being first duly sworn upon oath hereby declare, under penalty of perjury, that I am the licensee making the foregoing application and that said application has been read and that the contents thereof and all statements contained therein are true, correct, and complete.

Wanda L. Leikem
Signature of Applicant

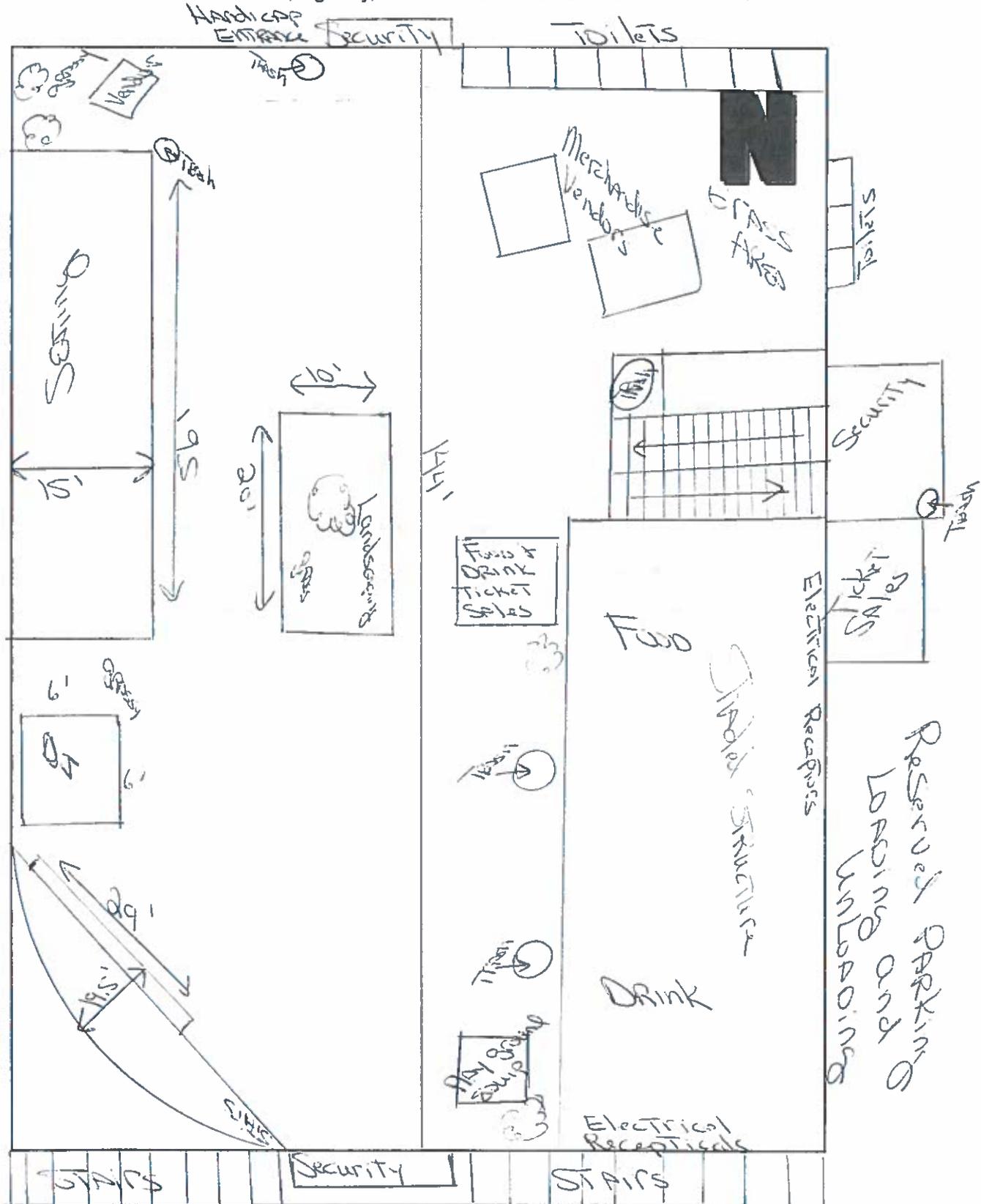
5/27/16
Date

Make checks payable to: City of Bisbee
118 Arizona Street
Bisbee, Arizona 85603

SPECIAL EVENT LICENSED PREMISES DIAGRAM
 (This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)

NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



HOLD HARMLESS AGREEMENT

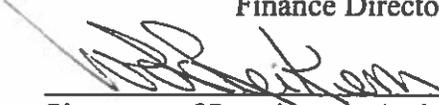
Please print or type:

In consideration of any services rendered and the use of the City of Bisbee facilities or Right-of-Way during the (print event) The 2nd Annual Bisbee Marathon Festival 2016 event the period from (date & time) Nov 5, 2016 11:30 am to Nov 5, 2016 6:00 pm, the permittee Bisbee Coalition for the homeless agrees to the following:

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

If Permittee is required to provide insurance:

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



Signature of Permittee or Authorized Representative

Wanda H. Leikem

Print Name



Date

COUNCIL ACTION:

Recommended to: Approve: _____ Deny: _____

With conditions as noted:

Mayor's Signature:

Date:

Bisbee Mariachi Festival 2016 Fee Schedule

PERMIT FEES:

City Park Permit Fee	\$50.00
Special Event License	\$32.50
Band Shell Electricity	\$60.00
No Parking Signs 11 @ 1.50 each	\$16.50
10- Trash Barrels \$40.00 for 6 \$10.00 for each additional (4)	\$80.00
8- Dumpsters @\$15.00ea	\$60.00
Additional Dumpster Pick up	\$245.00
TOTAL:	\$544.00

PERSONNEL COSTS:

Public Works: 2 Parks Staff (8hrs x \$20.00/hr.)	\$320.00
Police Department: 2- Officers @ \$25.00 for 7hrs.	\$350.00
TOTAL:	\$1214.00

CREDITS:

4 Hour reduction in Public Works Cost	(80.00)
Reduction in Permit Fee Per Guidelines	(250.00)
TOTAL CREDITS:	(330.00)

TOTAL without Deposit : **\$884.00**

Refundable Deposit for Event \$50.00

NOTE: VENDOR FEES WILL BE PAID AFTER EVENT.



"giving a hand up to those in need in Cochise County"

Bisbee Coalition for the Homeless
(520) 432-7839 / (520) 249-4049

509 Romero Street / P.O. Box 5393
bhshelter@qwestoffice.net / bisbeeshelter.org

May 27, 2016

Ref: ***The 2nd Annual Bisbee Mariachi Festival 2016***

Dear Mayor and Council:

Our organization, Bisbee Coalition for the Homeless, is applying for a permit to hold the 2nd Annual Bisbee Mariachi Festival 2016 on November 5, 2016, at the City Park. Inside the gates of the City Park there will be music, food vendors, merchandise, water and alcohol sales. The music performances are scheduled to conclude at 6:00 p.m.

We would like to reserve the parking in front of the park on Brewery Avenue for groups to load and unload equipment. They would not exceed 15 minutes in the spots and this would allow emergency vehicle access to the Park if needed.

There will be no traffic plan as there will be no rerouting of traffic. We will need trash removal throughout the day and access to band shell and restrooms. Porta potties will be available for the attendees.

This event is very important to our local community and region. We will work with the City in every way to make sure it is a successful festival.

Respectfully,

A handwritten signature in black ink, appearing to read "Wanda L. Leikem", written over a light blue horizontal line.

Wanda L. Leikem

Treasurer

501C nonprofit organization
EIN 86-0782752



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 28, 2016

REGULAR CONSENT

TYPE OF ACTION:
 RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: APPROVAL OF A SPECIAL EVENT LIQUOR LICENSE APPLICATION
 SUBMITTED BY THE BISBEE COALITION FOR THE HOMELESS FOR AN
 EVENT TO BE HELD AT CITY PARK, BISBEE ON SATURDAY, NOVEMBER 5,
 2016 FROM 11:00AM – 6:00PM; WANDA LEIKEM, APPLICANT

FROM: Ashlee Coronado, City Clerk

RECOMMENDATION: Approve the Special Event Liquor License Application

PROPOSED MOTION: I move to approve the Special Event Liquor License Application
Submitted by the Bisbee Coalition for the Homeless for an Event to be
held at City Park on Saturday, November 5, 2016 from 11:00am –
6:00pm; Wanda Leikem, Applicant

DISCUSSION:

Ms. Leikem has requested approval of a Special Event Liquor License Application to hold an Event at City Park. The Event will be held on Saturday, November 5, 2016, from 11:00AM-6:00PM.

Ms. Leikem has indicated that ticket sales will card and band over 21 individuals at entry. Alcohol ticket sales will verify banded individuals. Security will be located at 3 entrances of park (2 entrances will be fenced off). No Entry or Exit of Alcohol permitted. Police or AZ Rangers will patrol event within and perimeter of park to assure individuals consuming alcohol are banded.

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: Ronald Oertle
Ronald Oertle, Mayor

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

FOR DLLC USE ONLY

Event date(s):

Event time start/end:

APPLICATION FOR SPECIAL EVENT LICENSE

Fee= \$25.00 per day for 1-10 days (consecutive)

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. §44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: Bisbee Coalition for the Homeless

SECTION 2 Non-Profit/IRS Tax Exempt Number: 86-0782752

SECTION 3 The organization is a: (check one box only)

- Charitable (501.C) Fraternal (must have regular membership and have been in existence for over five (5) years)
 Religious Civic (Rotary, College Scholarship) Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises?

- Yes No

Name of Business

License Number

Phone (include Area Code)

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use
 Dispense and serve all spirituous liquors under retailer's license
 Dispense and serve all spirituous liquors under special event
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

SECTION 6 What is the purpose of this event? On-site consumption Off-site (auction) Both

SECTION 7 Location of the Event:

Address of Location: 622 Brewery Avenue Bisbee Cochise AZ 85603
Street City County/State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? Yes No

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Leikem Wanna Lorenia 2/28/1962
Last First Middle Date of Birth

2. Applicant's mailing address: 424 Cochise Lane Bisbee AZ 85603
Street City State Zip

3. Applicant's home/cell phone: (520) 236-9659 Applicant's business phone: ()

4. Applicant's email address: LeikemARIZONA@gmail.com

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 0
 (The number cannot exceed 12 events per year, exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event? Yes No
 (If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Bisbee Coalition for the Homeless Percentage 100%
 Address 509 Romero Street Bisbee AZ 85603
Street City State Zip

Name _____ Percentage _____
 Address _____
Street City State Zip

5. Please read A.R.S. §4-203.02 Special event license: rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

4 AZ Rangers Number of Police 8 Number of Security Personnel Fencing Barriers

Explanation: Ticket sales will card and band over all individuals at entry.

Alcohol ticket sales will verify banded individuals. Security will be located at 3 entrances of Park (2 entrances will be fenced off) No entry or exit of Alcohol permitted. Police or AZ Rangers will patrol event within and perimeter of park to assure

SECTION 11 Date(s) and Hours of Event. May not exceed 10 consecutive days. Individuals consuming alcohol are banded.
 See A.R.S. §4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>11-5-16</u>	<u>Saturday</u>	<u>11:00 AM</u>	<u>6:00 PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

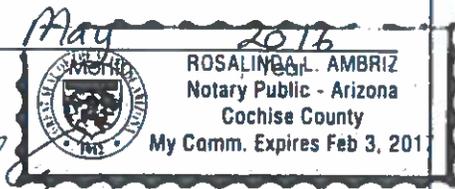
SECTION 13 This section is to be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, John Acosta declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON
(Print full name)
appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event
Liquor License.

x John Acosta President 5/31/2016 520 227-2154
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 31st
Day

State Arizona County of Cochise



My Commission Expires on: Feb. 3, 2017
Date

Rosalinda L. Ambriz
Signature of Notary Public

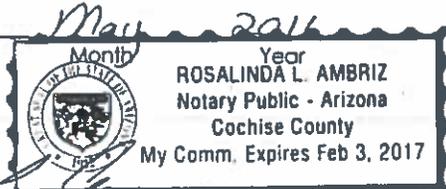
SECTION 14 This section is to be completed only by the applicant named in Section 9.

I, Wanda Leikem declare that I am the APPLICANT filing this application as
(Print full name)
listed in Section 9. I have read the application and the contents and all statements are true, correct and
complete.

x [Signature] Treasurer 5/31/16 520 226 9659
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 31st
Day

State Arizona County of Cochise



My Commission Expires on: Feb. 3, 2017
Date

Rosalinda L. Ambriz
Signature of Notary Public

The local governing body may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

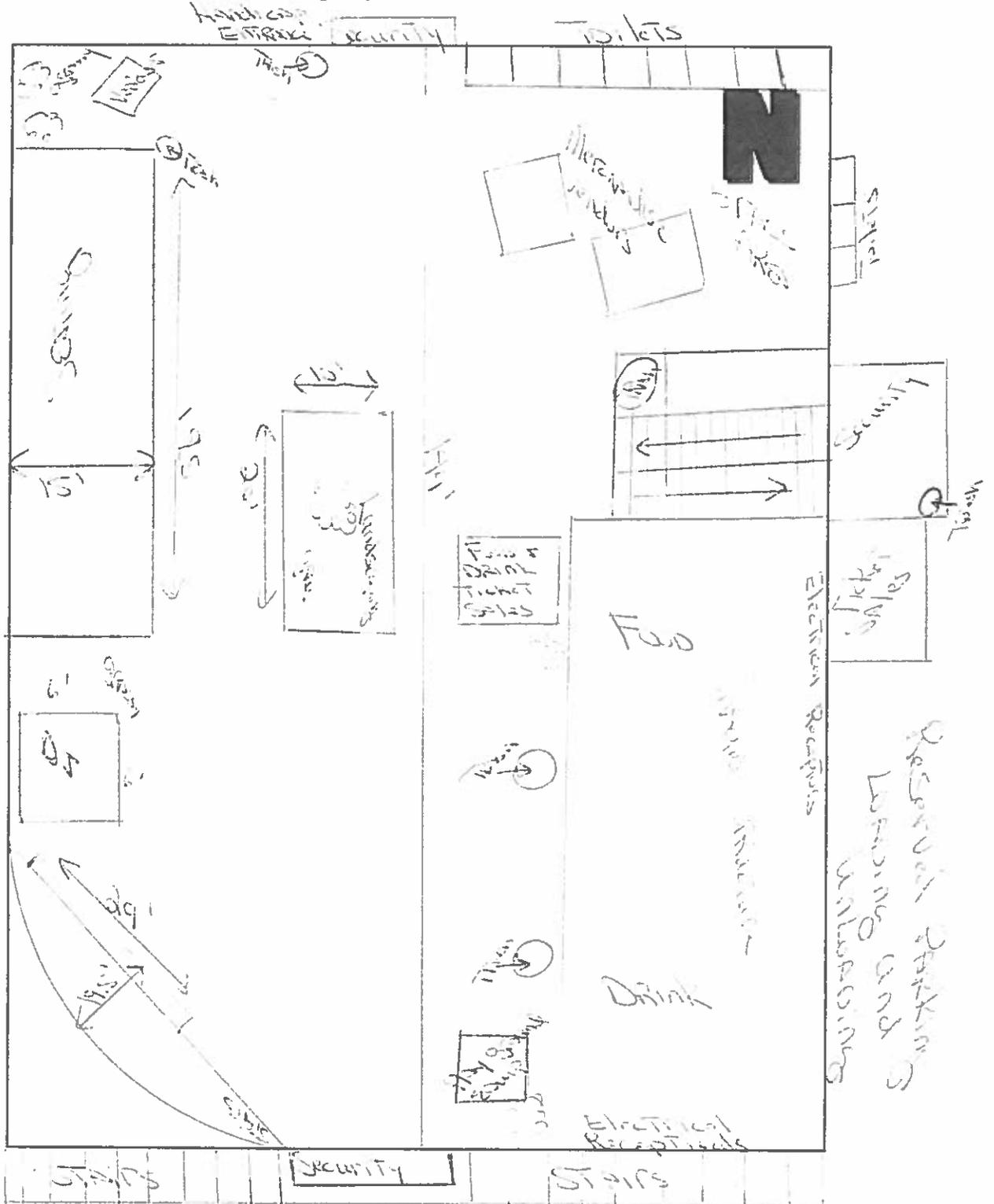
on behalf of _____
(City, Town, County) Signature Date Phone

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____

SPECIAL EVENT LICENSED PREMISES DIAGRAM
 (This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
 NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.





REQUEST FOR MAYOR & COUNCIL ACTION
Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: <u>June 28, 2016</u>	
REGULAR <input checked="" type="checkbox"/>	CONSENT <input type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input checked="" type="checkbox"/>	ORDINANCE <input type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER <input type="checkbox"/>
SUBJECT: Discussion and possible approval of Resolution R-16-06: a resolution of the mayor and city council, city of Bisbee, county of Cochise, state of Arizona, fixing, levying and assessing the amount to be raised by the city of Bisbee from property taxation and fixing and determining the property tax rate for the 2016-2017 fiscal year and providing for severability.	

FROM: Andrew Haratyk, Interim City Manager

RECOMMENDATION: Approve the primary property tax rate.

PROPOSED MOTION: I move to approve Resolution R- 16-06 fixing, levying and assessing the amount to be raised by the City of Bisbee from property taxation and fixing and determining the property tax rate for the 2016-17 fiscal year in the amount of \$2.5873 per \$100 of assessed valuation and providing for severability.

Discussion:

A.R.S. § 42-17151 states that the governing body shall levy and assess the amount to be raised from primary property taxation on or before the third Monday in August each year. Staff is recommending adoption of a tax rate in the amount of \$2.5873 per one hundred dollars (\$100) of assessed value.

FISCAL IMPACT: \$997,406

DEPARTMENT LINE ITEM ACCOUNT: 10-31-24500

BALANCE IN LINE ITEM IF APPROVED: \$997,406

Prepared by: Sharon Buono
Sharon R. Buono,
Finance Director

Reviewed by: Ana Williams
Andrew Haratyk, *for*
Interim City Manager

RESOLUTION R-16-06

A RESOLUTION OF THE MAYOR AND CITY COUNCIL, CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, FIXING, LEVYING AND ASSESSING THE AMOUNT TO BE RAISED BY THE CITY OF BISBEE FROM PROPERTY TAXATION AND FIXING AND DETERMINING THE PROPERTY TAX RATE FOR THE 2016-2017 FISCAL YEAR AND PROVIDING FOR SEVERABILITY.

WHEREAS, pursuant to A.R.S. § 42-17151, the City of Bisbee is required to fix, levy and assess the amount to be raised from property taxation and to fix and determine the property tax rate on or before the third Monday of August of each year; and

WHEREAS, the amount to be raised from property taxation and the property tax rate, as indicated below, are consistent with the amounts previously approved in connection with the prior approval of the City budget for this fiscal year, for the purposes appearing in that budget, and do not exceed the maximum amounts allowed by Arizona law; and

WHEREAS, the City Charter of the City of Bisbee, Section 7.05(a) authorizes the levy and assessment of the amount to be raised by primary and secondary taxation to be done by resolution; and

WHEREAS, the collection of these property taxes is necessary for the City to have the funds that are necessary to provide police, fire and other essential governmental services, as necessary to protect the lives, health, safety and the property of this community; and

WHEREAS, the County of Cochise is the assessing and collecting authority for the City of Bisbee and the City Clerk is hereby directed to transmit a certified copy of this resolution to the Assessor and to the Board of Supervisors of the County of Cochise, as necessary, and to the Property Tax Oversight Commission, upon approval of this Resolution,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Bisbee as follows;

Section 1: The City of Bisbee hereby fixes, levies and assesses the amount to be raised from primary property taxation for Fiscal Year 2016-2017 in the total amount of Nine Hundred Ninety Seven Thousand Four Hundred and Six Dollars (\$997,406). This is the designated amount to be levied from primary property taxes as appearing in the previously approved budget for Fiscal Year 2016-2017, for the purposes designated in that budget, as adopted by the City of Bisbee.

Section 2: The City of Bisbee hereby fixes and determines the primary property tax rate for this purpose at the rate of \$2.5873 on each hundred dollars of taxable property, as shown by the finally equalized valuations of property, less exemptions, that appear on the

RESOLUTION R-16-06

tax rolls for this fiscal year, and that when extended on those valuations will produce, in the aggregate, the entire amount to be raised by direct property taxation for this fiscal year by the City of Bisbee.

Section 3: These property taxes shall be collected in the manner required by Arizona law. No failure by the county officials of the County of Cochise, State of Arizona, to properly return the delinquent list and no irregularity of any kind in any preceding shall invalidate such proceeding or invalidate any title conveyed by any tax deed; nor shall any failure or neglect of any officer or officers to perform any of the duties assigned to him or to them on the day or within the time specified invalidate the assessment and levy of the taxes or of the judgment or sale by which the collection of the same may be enforced or in any manner affect the lien of the City of Bisbee upon such property for collection of taxes or the foreclosure thereof.

Section 4: If any section, subsection, sentence, clause, phrase, or portion of this resolution or any part hereof is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions hereof.

PASSED, APPROVED AND ADOPTED by the Mayor and City Council of the City of Bisbee, Arizona this ____ day of _____ 2016.

Ronald Oertle, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

Britt Hanson, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 29, 2016

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: **DISCUSSION AND POSSIBLE APPROVAL ON RENEWING THE ARIZONA STATE COOPERATIVE MEMBERSHIP AGREEMENT FOR THE NEXT FIVE YEARS.**

FROM: **Andrew Haratyk, Interim City Manager**

RECOMMENDATION: **Approval**

PROPOSED MOTION: **I move to approve the renewal of the Arizona State Cooperative Membership Agreement for the next five years.**

DISCUSSION:

It is time to renew the City's Arizona State Cooperative Membership Agreement as it expires on June 30, 2016. This agreement allows the City to utilize Arizona state contracts to purchase goods and services at reduced prices. It also simplifies the City's procurement process. The contract period is from July 1, 2016 to June 30, 2021.

FISCAL IMPACT: **\$**

DEPARTMENT LINE ITEM ACCOUNT: **Various**

BALANCE IN LINE ITEM IF APPROVED: **n/a**

Prepared by: Sharon Buono
Sharon Buono
Finance Director

Reviewed by: Andrew Haratyk
Andrew Haratyk
Interim City Manager



Douglas A. Ducey
Governor

Craig C. Brown
Director

ARIZONA DEPARTMENT OF ADMINISTRATION

OFFICE OF THE DIRECTOR

100 NORTH FIFTEENTH AVENUE • SUITE 401
PHOENIX, ARIZONA 85007

(602) 542-1500

ARIZONA STATE PURCHASING COOPERATIVE AGREEMENT

State of Arizona Procurement Office

and

CITY OF BISBEE

(Organization Name – Eligible Procurement Unit)

This Cooperative State Purchasing Agreement ("Agreement") is entered between the parties in accordance with Arizona Revised Statutes §41-2631, *et seq.*, Article 10 Intergovernmental Procurement, which authorizes cooperative purchasing for public procurement units and nonprofit organizations; and the Arizona Administrative Code R2-7-1001, which permits the governing body of any Eligible Procurement Unit to enter into an Agreement with the State for the purpose of utilizing State contracts.

The purpose of this Agreement is to permit the Eligible Procurement Unit named above, hereafter known as the State Cooperative Member, to purchase materials and services from State contractors at the prices and terms expressed in contracts between the State and those State contractors.

In consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result there from, the State and the State Cooperative Member agree as follows:

1. The State shall conduct the procurement in compliance with the Arizona Procurement Code, A.R.S. Title 41, Chapter 23, and its Rules, A.A.C. Title 2, Chapter 7.
2. The specifications for the materials and services will be determined by the State Procurement Administrator or delegated State agencies.
3. The State will identify the State Cooperative Member as an eligible participant in any solicitation intended for general use by State Cooperative Members. In addition, the State may invite the State Cooperative Member to participate in

certain exclusive solicitations. Only State Cooperative Members indicating an interest in participating in these exclusive solicitations will be eligible to participate in the resulting State contracts.

4. The State Cooperative Member's use of eligible State contracts is discretionary. Participation in the State Purchasing Cooperative shall not restrict or limit member's ability to seek competition as needed. However, the State Cooperative Member shall not use a State contract as a means of coercion to obtain improper concessions, including lower prices, from State contractors or any other suppliers for the same or similar materials or services. The State Cooperative Member is also prohibited from participating in any organization or group that seeks to obtain such concessions from State contractors or other suppliers based on State contracts.
5. The State shall provide the State Cooperative Member with access to listings of all eligible State contracts. The original copy of each State contract is a public record on file with the State. The State's eProcurement System shall provide all contract information available and be used for contract purchases.
6. The State Cooperative Member shall:
 - a. Ensure that purchase orders issued against eligible State contracts are in accordance with the terms and prices established in the State contract.
 - b. Make timely payments to the State contractor for all materials and services received in accordance with the terms and conditions of the State contract. Payment for materials or services and inspection and acceptance of materials or services ordered by the State Cooperative Member shall be the exclusive obligation of such unit.
 - c. Be responsible for the ordering of materials or services under this Agreement. The State shall not be liable in any fashion for any violation by the State Cooperative Member of this Agreement and, with the exception of other Arizona State entities subject to A.R.S. §41-621, the State Cooperative Member shall hold the State harmless from any liability which may arise from action or inaction of the State Cooperative Member relating to this Agreement or its subject matter.
 - d. Cooperate and assist the State when requested to validate transactions reported by vendors on quarterly usage reports filed with the State Procurement Office.
7. The exercise of any rights or remedies by the State Cooperative Member shall be the exclusive obligation of such unit; however, the State, as the contract administrator and without subjecting itself to any liability, may join in the

resolution of any controversy should it choose to do so.

8. The State Cooperative Member shall endeavor to utilize State contracts to the fullest extent possible. That is, the State Cooperative Member is to make an effort to purchase all items covered under exclusive contracts and shall not fracture purchases by means of utilizing line items from alternate contracts. Such practices weaken the State's ability to negotiate lowest possible volume prices. Exclusive contracts are those that offer the State Cooperative member the option to participate exclusively, rather than permissively, and shall be identified as such within the contract documents.
9. Failure of the State Cooperative Member to secure performance from the State contractor in accordance with the terms and conditions of its purchase order does not necessarily require the State to exercise its own rights or remedies.
10. This Agreement shall take effect with execution by both Parties on the date signed by the State Procurement Administrator, and shall remain in effect for a total period of five (5) state fiscal years. The State reserves the right to amend the agreement during the term of the Agreement.
11. This Agreement may be canceled pursuant to the provisions of A.R.S. § 38-511.
12. This Agreement is exempt from the provisions of A.R.S. §§ 11-952(D) and 12-1518.
13. The State Cooperative Member certifies that its organization shall comply with the State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment in accordance with A.R.S. Title 41 Chapter 9, Article 4 and Executive Order No. 2009-09 dated October 20, 2009.
14. The State Cooperative Member hereby acknowledges that each State contractor shall be remitting an administrative fee to the State, based upon the member's purchasing volume under the state contracts.
15. The State Cooperative Member authorizes State contractors to release usage information to the State. Usage information shall be limited to the State Cooperative Member's purchasing activity and shall generally consist of, but shall not be limited to, purchase order information including purchase date(s); units purchased, their descriptions and quantities; unit prices and aggregate amounts paid for all materials and services purchased off of the State's contract.
16. The State may terminate this Agreement without notice if the State Cooperative Member fails to comply with the terms of a State contract or this Agreement.
17. Except as provided in Paragraph 15, either of the Parties may terminate this Agreement with at least thirty (30) days written notice to the other party.

IN WITNESS WHEREOF, the Parties of this Agreement, having caused their names to be affixed hereto by their proper officers, hereby execute this Agreement on the dates indicated hereunder.

FOR THE STATE COOPERATIVE MEMBER:

FOR THE STATE:

Signature: _____

Signature: _____

Name: Ronald Oertle

Barbara Corella

Title: Mayor

Title: State Compliance Officer

Date: 07-05-16

Date: _____

**ARIZONA STATE PURCHASING COOPERATIVE
State Cooperative Member Contact Information**

Name of Organization: City of Bisbee	
Name of Contact Person: Sharon Buono Finance Director	Qualification: (Click on appropriate box) <input type="checkbox"/> Political Subdivision <input type="checkbox"/> Non-Profit Educational Institution* <input type="checkbox"/> Non-Profit Healthcare Institution* <input type="checkbox"/> Non-Profit Other*
Title of Contact Person: Finance Director	
Telephone number of contact person: 520-432-6000	Fax: 520-432-4025
E-mail address of primary contact person: <u>sbuono@bisbeeaz.gov</u>	
E-mail address of secondary contact person: <u>acoronado@bisbeeaz.gov</u> <small>(If possible, please provide a general email address that can be forwarded to the contact person and that will not change should the contact person leave the organization. The person receiving email from the State Procurement Office at the address above needs to be responsible to forward the information to other interested parties at your organization as needed.)</small>	
Physical Address: 118 Arizona Street Bisbee, AZ 85603	
Mailing Address (if different from the physical address):	
Federal ID Tax Number: 86-6000235	

Please send completed agreements and changes in contact information to:
 State Procurement Office
 Arizona State Purchasing Cooperative
 100 North 15th Avenue, Suite 201
 Phoenix, Arizona 85007
 Or by e-mail to: spo@azdoa.gov

***Non-profit entities must attach proof of non-profit status with the agreement**
 Please notify the State Procurement Office of any changes to this information.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 23, 2016

REGULAR **CONSENT**

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF THE UPDATED BY-LAWS FOR THE PLANNING AND ZONING COMMISSION

FROM: Joe Ward, Building Inspector

RECOMMENDATION: Approval

PROPOSED MOTION: I move to approve the Updated By-Laws for the Planning and Zoning Commission.

DISCUSSION:

The by-laws for the planning and Zoning Commission had not been reviewed and updated in a number of years. During May and Junes meetings the Commission has discussed, reviewed and up-dated their by-laws.

All that remains to be done is for the Mayor and City Council to give their approval to these updated By-Laws.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Joe Ward
Joe Ward, Building Inspector

Reviewed by: Ashlee Coronado
Ashlee Coronado, City Clerk

BY-LAWS OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF BISBEE

Article I: Authority

This Commission has been established to perform the functions delegated to it for the proper administration of the Zoning Code and General Plan of the City of Bisbee. The Commission has been delegated the full authority necessary to fulfill these obligations. These By-laws are hereby adopted to assist the Commission in carrying out these responsibilities in an orderly manner. Nothing included herein shall be interpreted in any manner that is inconsistent with the provisions of the City Code or Zoning Code, as adopted by the City of Bisbee, or with the applicable laws of this State.

Article II: Powers and Duties of the Commission

The Commission shall:

- A. Make studies and recommend to the City Council plans, goals and objectives relating to growth, development, and redevelopment of the City and surrounding planning area.
- B. Develop and recommend to the City Council policies, Ordinances, administrative procedures, and other means for carrying out plans and land use decisions in a coordinated and efficient manner.
- C. Make recommendations to the City Council concerning proposed special use permits and proposed Zoning map changes.
- D. Perform other duties assigned by the City Council within the scope of land use regulation.
- E. Hold monthly meeting and public hearings when necessary in accordance with the Zoning Code.

Article III: Meeting Procedures

- A. The City staff assigned to Commission Meetings shall hereafter be referred to as the Staff Liaison, The Staff Liaison shall maintain audio recordings and/or minutes for all meetings, as required by law.
- B. All votes by the Commission, except to adjourn, shall be by roll call vote. The Chairperson shall be the last to vote. All actions of the Commission shall be made upon motion and each motion shall require a second prior to any vote. In the case of a tie vote, the motion fails.
- C. Call to the Public. Each Commission Agenda shall include a Call to the Public, in which members of the public may address the Commission on items not on the agenda. Speakers at Call to the Public shall address the Commission or staff only, and shall be afforded three minutes to speak. Commissioners may not make comments or otherwise

D. The City Attorney, or a designated representative, shall render legal counsel to the Commission on an as needed basis, unless barred by any conflict of interest.

Article VII: Quorum and Voting Requirements

A. Four or more Commission members shall constitute a quorum. Exofficio members shall not be counted within a quorum or have voting privileges.

B. A majority of the Commission members present and eligible to vote on that action shall be required to pass a motion. In the event of a tie vote, the measure shall not pass. In the event of a tie vote on any matter upon which the Commission is required to make a recommendation to the Council, the matter shall be reported to the Council as "not approved" by the Commission.

C. All votes shall be recorded by the Staff Liaison.

D. In the event that a meeting is not held due to the lack of a quorum, all matters scheduled for public hearing and/or action shall automatically be continued to the next regularly scheduled meeting, unless a special meeting date is designated. The Staff Liaison shall announce the date of the next Commission meeting to all persons who are present for that meeting.

Article VIII: Meetings and Notice

A. All meetings shall be open to the public in compliance with state or City laws. Notices of all meetings must be posted not less than twenty-four hours in advance, with a detailed agenda of business to be conducted. It is the policy of the Commission to attempt, if possible, to have the agendas posted and distributed at least seventy-two hours prior to meeting, but no meeting shall be deemed to be inconsistent with these By-Laws if it meets the minimum legal requirements.

B. Regular Meetings of the Commission shall be held on the third Thursday of each month at the time and place as set forth in the notice of meeting.

C. In the event that a regular meeting date falls on a public holiday, no regular meeting shall be held on that day. The Chairperson may reschedule this meeting to another business day or cancel the meeting if there is no pressing business.

D. Tabled, Continued or Postponed Matters. In the event that the Commission wishes to table, postpone or continue a scheduled matter to another meeting date, a date, time and place must be set by the Commission prior to the regular motion to adjourn.

E. Special Meetings of the Commission may be held at the call of the Chairperson or at the written request of any three (3) or more Commission members, with a minimum of 24 hours notice. The Staff Liaison shall prepare an agenda for such meetings and shall post these a minimum of 24 hours before date and time of the meeting, or if possible 72 hours prior. The Staff Liaison shall keep an audio recording of Special Meetings.

Article X: Amendments to these By-Laws

A. These By-Laws may be amended by the Commission, upon motion, at any meeting of the Commission, provided that a copy of any proposed amendment has been provided to the Commission members not less than ten (10) days prior to such meeting.

Article XI: Recordation

A. A certified copy of these By-Laws and any subsequent amendments shall be placed on record in the office of the City Clerk within five (5) days following the date of adoption.

Approved and Adopted by the City of Bisbee Planning and Zoning Commission this 16th day of June, 2016.


Keith Dennis, Chairperson

APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee this 5th day of July, 2016.

Ronald Oertle, Mayor
City of Bisbee

APPROVED AS TO FORM:



Britt Hanson, City Attorney



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: <u>June 29, 2016</u>	
REGULAR <input checked="" type="checkbox"/>	CONSENT <input type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: Discussion and possible approval on Purchasing Turn Out Gear through the Cooperative Agreement with the City of Tucson with United Fire	

FROM: Andrew Haratyk, Interim City Manager

RECOMMENDATION: I recommend the purchase of Turn Out Gear with United Fire Equipment Company for \$46,038.99.

PROPOSED MOTION: I move to approve the purchase of Turn Out Gear with United Fire for a total of \$46,038.99.

DISCUSSION:

City staff received direction from City Council during the Budget Special Session, held on May 9, 2016 to purchase 18 sets of Turn Out Gear for the Fire Department. A single set of turnout gear costs \$2,557.72 which is equal to or less than the Tucson Cooperative Agreement price. Nine sets of Turn Out Gear is to be purchased in Fiscal Year 2016 \$23,019.48 & Nine sets in Fiscal Year 2017 \$23,019.48.

FISCAL IMPACT: \$46,038.99

DEPARTMENT LINE ITEM ACCOUNT: 10-52-55200

BALANCE IN LINE ITEM IF APPROVED: 0

Prepared by: for Sharon Buono
Sharon Buono
Finance Director

Reviewed by: Andrew Haratyk
Andrew Haratyk
Interim City Manager

335 N. Fourth Avenue, Tucson, AZ 85705
 t. 800.362.0150 f. 800.882.3991

QUOTE

Number UFEQ21332

Date May 11, 2016

Acct No BIS050

Sold To

Bisbee Fire Department # 81
 Mark Perez
 92 Hwy. 92
 Bisbee, AZ 85603-1047
 Cochise

Phone (520)678-4816
 Fax (520)432-2594

Ship To

Bisbee Fire Department # 81
 Mark Perez
 92 Hwy. 92
 Bisbee, AZ 85603-1047
 Cochise

Phone (520)678-4816
 Fax (520)432-2594

Your Sales Rep

Marysol Kline
 (520)622-3639 ext 140
 marysolk@ufec.com

Offer Prepared By: Marysol Kline

Dept	Terms	Tx Code	Due	P.O. Number	Ship Via	W#	P#	FOB	Location
	NET 30	TUCSON	5/11/2016		Best			Factory	11966

Qty	Part Number	Description	Unit Price	Ext. Price
-----	-------------	-------------	------------	------------

9	LIOMESACVBM	Coat,Mesa V-Force Spec (Optional - SELECTED)	\$1,178.40	\$10,605.60
---	-------------	--	------------	-------------



9	LIOMESAPVFM/F	Pant,Mesa V-Force Spec (Optional - SELECTED)	\$792.20	\$7,129.80
---	---------------	--	----------	------------



9	NAMEPANEL	Name Panel (Optional - SELECTED)	\$35.00	\$315.00
---	-----------	----------------------------------	---------	----------

9	TR (Lion)	BISBEE 3" Lettering on back of each coat SEWN ON LETTERS (Optional - SELECTED)	\$29.33	\$263.97
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Terms & Conditions of Sale: Prices quoted are firm for thirty (30) days unless otherwise noted. When you accept a quote it is our indication that you have selected any required changes, carefully reviewed all part numbers, descriptions, unit quantities, taxes, shipping, and handling charges. A 50% deposit is required on all engineered projects and orders for non-stock items without approved payment terms. United Fire accepts all major credit cards, cash, business checks, and EFT's. Automatic monthly and quarterly credit card billing options are offered for inspection and maintenance packaged services. We hope you use our products safely. In the event that an item needs to be replaced or returned we will attempt to make reasonable accommodations. In accordance with United Fire's return policy, a re-stocking fee may be applied at the time of a return. There is a \$35.00 fee for cancelling scheduled services within 24 Hours of a set appointment. The order process begins when you sign and accept the quote and make any required incremental payments. Orders do not ship until a full payment has been authorized via approved purchase order or credit card. There is a 1.5% per month late charge on all past due invoices. LIMITATION OF LIABILITY The Seller's liability whether in contract, in tort, under any warranty, in negligence or otherwise, shall not exceed One Thousand Dollars (\$1000.00) and buyer's remedy or damages shall be limited to, the return of the purchase price paid. Under no circumstances shall seller be liable for consequential or special damages.

Qty	Part Number	Description	Unit Price	Ext. Price
9	HAI501605	Boot, Fire Hunter Xtreme (Optional - SELECTED)	\$335.96	\$3,023.64



SubTotal	\$21,338.01
Tax	\$1,681.48
Shipping	\$0.00
Total	\$23,019.49

Terms & Conditions of Sale: Prices quoted are firm for thirty (30) days unless otherwise noted. When you accept a quote it is our indication that you have selected any required changes, carefully reviewed all part numbers, descriptions, unit quantities, taxes, shipping, and handling charges. A 50% deposit is required on all engineered projects and orders for non-stock items without approved payment terms. United Fire accepts all major credit cards, cash, business checks, and EFT's. Automatic monthly and quarterly credit card billing options are offered for inspection and maintenance packaged services. We hope you use our products safely. In the event that an item needs to be replaced or returned we will attempt to make reasonable accommodations. In accordance with United Fire's return policy, a re-stocking fee may be applied at the time of a return. There is a \$35.00 fee for cancelling scheduled services within 24 Hours of a set appointment. The order process begins when you sign and accept the quote and make any required incremental payments. Orders do not ship until a full payment has been authorized via approved purchase order or credit card. There is a 1.5% per month late charge on all past due invoices. LIMITATION OF LIABILITY: The Seller's liability whether in contract, in tort, under any warranty, in negligence or otherwise, shall not exceed One Thousand Dollars (\$1000.00) and buyer's remedy or damages shall be limited to, the return of the purchase price paid. Under no circumstances shall seller be liable for consequential or special damages.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **June 7, 2016**

Regular Special

DATE ACTION SUBMITTED: May 31, 2016

REGULAR **CONSENT**

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

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING A PETITION RECEIVED FROM SUSAN BLACKFORD REQUESTING THAT THERE BE A REVIEW OF AN UNAUTHORIZED CHARGE BY THE FINANCE DIRECTOR FOR DOCUMENTS TO DO THE JOB AS A COMMISSIONER

FROM: Ronald Oertle, Mayor

RECOMMENDATION:

PROPOSED MOTION:

DISCUSSION:

Mrs. Blackford presented Mayor and Council with a petition during the May 17th Council Session requesting that there be a review of an unauthorized charge from the Finance Director for requested document to do the job as a commissioner. She has requested that the fee be reversed.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle
Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: June 7, 2016

Regular Special

DATE ACTION SUBMITTED: May 31, 2016

REGULAR **CONSENT**

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

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING A PETITION RECEIVED FROM SUSAN BLACKFORD REQUESTING THAT THERE BE A REVIEW OF THE HIRING OF MR. HARATYK AS THE NEW PUBLIC WORKS DIRECTOR IN APRIL OF 2016.

FROM: **Ronald Oertle, Mayor**

RECOMMENDATION:

PROPOSED MOTION:

DISCUSSION:

Mrs. Blackford presented Mayor and Council with a petition during the June 7th Council Session requesting that there be a review of the hiring of Mr. Haratyk as the new Public Works Director in April of 2016.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

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Ronald Oertle
Mayor

Call to the public June 7 on Andy

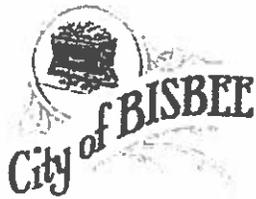
I am presenting this new petition tonight that I would like this council to review, discuss, and take very seriously. I am asking for a public review of the qualifications to promote Mr. Andy Haratyk as public works director, on April 2016. I believe council was not even informed. He should never in my opinion been promoted to even interim public works director even though the city manager has the right to appoint or hire employees by city charter.

I challenge any city manager decision not to follow the job descriptions of any employee that has been approved by mayor and city council. A city manager does not have that right by charter; I could find that fact... The city manager job is to serve the mayor and city council not to over ride there legal actions. Why even have any job descriptions if they are not to be followed. So let us review the public works description of august 2006 approved by mayor and council on dec 5.2006 in your hand out tonight. Among other documents to review. I believe Russ McConnell was already in this position and this update job description was created for any new employee letting him keep his position until he retired... I am requesting that a part of this review process, to include a review of Mr. Haratyk employee application with no college degree in anything and his whole file including the police review in June of 2012 by you all. This file is to be provided by this city clerk office. All this goes to character and truthfulness, in my opinion, all needed to over see any job. Mr. Haratyk does not have the bachelor's degree or education equivalent in Engineering or I believe a certification in wastewater collection and treatment. A one day course in Las Vegas in Jan does not qualify any one as a licensed public work director in this State of Arizona. This job is too important to the safety and warfare of this town which you have an oath to up hold. Also think of what the liability of the

mayor and council could be, in my opinion, with an unlicensed public works director that never went thru a selection process. You all including the city manager might be at a personal liability; you all need to find this out fact out, .If the city insurance would or would not cover any of you if any problem goes wrong with an unlicensed public work director. That you would know was unlicensed when he was hired. This not a popularity contest .Could he brings in 10 million in grants in seven years like those that Tom did? To me it is a just a favored political appointment? Why else would an unqualified applicant be appointed? Let all review this is in an open public city council meeting. It is the right thing to do for you all and this city. Thank you.

Susan m Blackford

Concern citizens of Bisbee



Job Description

TITLE:	Public Works Director	JOB CODE:	2710
DEPARTMENT:	Public Works	FLSA:	Exempt
SALARY RANGE:	\$61,192 - \$91,789	CLASSIFICATION:	Non-Classified
PREPARED:	October 2004	UPDATED:	August 2006

Summary: Under administrative direction, plans, organizes and directs the operations and staff of the Public Works Department; prioritizes and schedules major projects; develops and manages the operating and capital budgets; and manages bids and capital projects.

Representative Job Duties: *The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Develops and implements Department objectives, policies and procedures; schedules operations based on public safety, priorities and community needs; ensures operations are in compliance with all laws, policies, regulations and goals.
- Directs Department operations; provides leadership, direction and coaching to employees; evaluates Department issues, and recommends and implements solutions; prioritizes and assigns tasks and projects; trains and evaluates staff; counsels, coaches and instructs employees as required; develops staff skills and conducts performance evaluations.
- Develops and monitors Department operating and capital budgets; prepares special and recurring reports, grants, proposals and contracts; recommends and implements changes to existing policies.
- Manages and directs all of the City's public works activities, including street maintenance, storm water systems, facility, parks and fleet maintenance, wastewater collection and treatment, sanitation, and the fire suppression distribution system.
- Oversees and inspects completed projects and work in progress to ensure that established quality and safety standards are met; inspects and reviews all areas of the City to ensure that maintenance is being performed at the highest level that the City can afford and to set priorities for upcoming projects.
- Ensures that subordinate supervisors observe established safety policies and practices, and that they comply with safety training objectives.
- Interacts with the public to gather information and respond to concerns; represents the Department and the City on external matters with outside private and public agencies and organizations, the media and the general public; represents the Department on internal issues to the City Manager, City Council, Boards and Commissions.
- Plans, organizes and provides general direction for large capital projects, including plan reviews and cost estimates.
- Directs the hiring, development and evaluation of Department employees.
- Consults and provides technical guidance to other Department heads and advisory boards on various public works issues.
- Conducts special research and studies for the City Manager, preparing comprehensive reports and recommendations based on findings.
- Responds to citizen complaints, concerns or inquiries regarding the Department.
- Serves as Acting City Manager when called upon to do so.

Job Description
Public Works Director

- Performs other related duties as assigned.

Required Knowledge and Skills:

- In depth knowledge of the principles, practices and techniques of public works project administration.
- In depth knowledge of the laws and regulations, the applicable construction and maintenance methods, and the materials and equipment used in municipal public works.
- In depth knowledge of the principles and practices of organization, management and budgeting.
- In depth knowledge of City policies and procedures or equivalent knowledge of and experience in understanding and applying similar policies and procedures of another employer.
- In depth knowledge of safety laws, regulations and standards related to public works operations.
- In depth knowledge of procurement, contracting and project management principles and operations.
- In depth knowledge of wastewater collection and treatment operations, standards and requirements.
- High level of skill in planning, organizing and implementing policies, projects and maintenance operations.
- High level of skill in effectively managing and leading staff, and delegating tasks and authority.
- High level of skill in reading and understanding project plans and preparing specifications.
- High level of skill in the use of a personal computer and standard business and project management software.
- High level of skill in following and effectively communicating verbal and written instructions.
- High level of skill in effective oral and written communications.
- High level of skill in establishing and maintaining effective working relationships with City staff and the public.
- High level of skill in resolving customer complaints and concerns.

Education, Experience, and Certifications:

- Bachelor's Degree in Engineering or a related field and five (5) years of supervisory experience, or equivalent combination of education and experience which provides the required knowledge, skills and abilities. Certification in wastewater collection and treatment is preferred.
- State of Arizona class D driver's license.

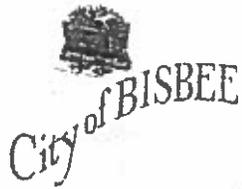
Environmental Factors and Conditions/Physical Requirements:

- Work is performed in an indoor and outdoor environment with potential prolonged exposure to the elements.
- May be subject to repetitive motion such as data entry and vision to monitor.
- May be subject to extended periods of intense concentration in the review of records and reports.
- May be subject to bending, reaching, kneeling and lifting such as retrieving files, records and reports.

Equipment and Tools Utilized:

- Equipment utilized computerized and conventional office equipment and a radio.

Approved by Mayor and Council on December 5, 2006



Personnel Action Form

To: Personnel From: Jestin Johnson
Department: Public Works

Date Submitted: 04/12/2016
Effective Date: 04/11/2016

Employee: Haratyk, Andrew
Employee No. 1062

Position Public Works Director

Remarks, Explanation, Justification (attach additional pages of necessary)

Effective April 11, 2016, Mr. Andy Haratyk transitions from Interim Public Works Director to Public Works Director. In this capacity, he will continue to oversee all divisions of Public Works, to include Wastewater (including collections), Sanitation, Streets, the Bisbee Municipal Airport, and Recycling. As per the City of Bisbee Personnel Rules and Regulations, Chapter II, Section 2-B.3, Mr. Haratyk remains to be an unclassified employee. This position has been appointed by the City Manager.

Approved By:

Department Head

Cynthia Clark

Personnel

[Signature]

City Manager

ORIGINAL TO PERSONNEL

COPIES TO: PAYROLL DEPARTMENT EMPLOYEE

At the first meeting of the Commission, and every year thereafter, its members shall elect a chair and a vice chair to serve for a one-year term. The chair shall preside at all meetings of the Commission. In the absence of the chair, the vice chair shall preside at such meeting.

2.9.8 Duties and Responsibilities

The Commission shall have the following duties and responsibilities:

- A. Act as an Advisory Commission to the Mayor and Council on art and cultural activities in the City.
- B. Prepare and submit to the City Manager a proposed annual budget for the upcoming fiscal year.
- C. Develop and make recommendations to the Mayor and Council on ways to best promote the arts and cultural enrichment in the City.
- D. Set priorities for and plan development of arts and cultural activities in the City.
- E. Raise the level of awareness and involvement of all residents in the preservation, enhancement and enjoyment of culture and the arts in the City.

2.9.9 Rules, Policies and Procedures

The Mayor and Council may, from time to time, by motion adopt, repeal, modify or amend uniform rules, policies and procedures that shall apply to the Commission.

CHAPTER 3 ADMINISTRATION

ARTICLE 3.1 GENERAL PROVISIONS

3.1.1 Officers/Department Heads (O-09-02)

The following officers shall be appointed by the City Council: City Manager, City Attorney, and City Magistrate. The City Manager shall appoint, with the approval of the Council, the City Clerk and the City Treasurer. The City Manager shall appoint all other officers and employees of the City, as provided in the City Charter.

3.1.2 Additional Officers and Employees (O-09-02)

The Council shall provide for the organization and operation of the offices and departments of the City and shall provide for the number, title, qualifications, powers, duties and compensation of all officers and employees of the City.

3.1.3 Bond (O-09-02)

The Council may require each officer of the City to give bond for the due discharge of his duties in such sums and with such security as it may direct and approve as determined by resolution. This assurance may be in the form of a blanket bond, provided through the City's fidelity insurance. The City shall pay the costs of such bond.

3.1.4 Vacancies; Holding More Than One Office (O-09-02)

Any vacancy that shall occur in any City office shall be filled in the manner required by the City Charter. One person may hold more than one office. The functions of a City official may be validly performed and discharged by a deputy or another City official, or an otherwise qualified individual.

3.1.5 Additional Powers and Duties



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 29, 2016

REGULAR **CONSENT**

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

SUBJECT: **DISCUSSION AND POSSIBLE MOTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO A.R.S § 38-431.03(A)(3) AND (A)(4) TO DISCUSS AND CONSULT WITH OUR CITY ATTORNEY FOR LEGAL ADVICE REGARDING THE LITIGATION ON THE APPLICATION OF ARIZONA AMBULANCE TO AMEND ITS CON TO PROVIDE UNRESTRICTED CERTIFICATION FOR INTERFACILITY TRANSFERS.**

FROM: **Ronald Oertle, Mayor**

RECOMMENDATION: **At Council's Discretion**

PROPOSED MOTION: Pursuant to A.R.S. § 38-431.03(a)(3) and (a)(4), I move to enter into Executive Session for Discussion and Consultation with our City Attorney for legal advice and litigation regarding the litigation on the application of Arizona Ambulance to amend its CON to provide unrestricted certification for Interfacility transfers.

DISCUSSION:

Pursuant to A.R.S. § 38-431.03(a)(3) and (a)(4), the City Council may vote to go into executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body or for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding pending litigation.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Ronald Oertle
Ronald Oertle
Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 29, 2016

REGULAR **CONSENT**

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

SUBJECT: DISCUSSION AND POSSIBLE APPROVAL OF A MOTION TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. § 38-431.03(A)(1) FOR A DISCUSSION OF A PREFERRED APPLICANT FOR THE POSITION OF CITY MANAGER.

FROM: Ronald Oertle, Mayor

RECOMMENDATION: At the discretion of the Mayor and Council

PROPOSED MOTION: I move to enter into Executive Session Pursuant to A.R.S § 38-431.03(a)(1) for a Discussion of a Preferred Applicant for the Position of City Manager

DISCUSSION:

This executive session will allow the Mayor and Council to discuss specific applications and candidates in Executive Session.

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

FISCAL IMPACT: NA

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

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Ashlee Coronado
City Clerk

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Ronald Oertle
Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: July 5, 2016

Regular Special

DATE ACTION SUBMITTED: June 29, 2016

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: DISCUSSION AND POSSIBLE SELECTION OF A PREFERRED APPLICANT FOR THE POSITION OF CITY MANAGER.

FROM: Ronald Oertle, Mayor

RECOMMENDATION: At the discretion of the Mayor and Council

PROPOSED MOTION: I move that we select _____ as our preferred applicant for the position of City Manager, subject to the finalization of negotiations for the contract for that position.

DISCUSSION:

If Mayor and Council is ready to make a decision on the City Manager position at this time, this will allow this matter to be discussed.

FISCAL IMPACT: NA

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

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