



OFFICE OF
THE CITY MANAGER
MEMORANDUM

DATE: September 22, 2016
TO: Mayor Oertle and City Council Members
FROM: Richard Marsh, City Manager
RE: City Manager's Weekly Report

This is the weekly report for the week ending September 23, 2016.

- **LAST WEEK'S CITY MANAGER'S REPORT**

My apologies for not disseminating my City Manager's report last week. With Monica assisting in the Finance department all week to help prepare the documents requested by the auditors to meet our deadline, I had to assume some of the additional roles in Personnel and additional duties in her Executive Assistant position for the week. Thank you to Saira Alvarez who assisted me with answering the phones, and with my calendar schedule and email responses. I'm impressed with the team of employees we have and their willingness to pull together to assist one another when a need arises for the greater good of this organization.

- **CITY OF BISBEE AMBULANCE UPDATE**

The Memorandum of Understanding (MOU) between the City of Bisbee and the Copper Queen Community Hospital (CQCH) has been finalized and adopted, and will result in avoiding a possible \$400,000 shortfall to the City in this year's current budget. I'd like to extend my appreciation and thanks to Mayor and Council for your support and patience throughout the negotiation process. We were successful in forging and propelling a new relationship with the CQCH Administration, enabling us to create an extraordinary relationship for the future, which will be mutually beneficial to the City of Bisbee and the CQCH.

- **DIRECTOR OF TOURISM – AZ GOVERNOR’S OFFICE**

Jennifer Luria and I met with the Director of Tourism with the Governor’s office on Wednesday. It was a very informative and exciting discussion pertaining to target market strategies and media relations. The Office of Tourism has offered to assist us in coordinating a FAM Conference, which is a “Familiarization Tour” in which the City of Bisbee invites media outlets worldwide to visit the City of Bisbee, and hosts them during their stay. They have suggested our target market for this event to be California, Colorado, Washington, Mexico and Canada.

The Director of Tourism recognized that the Governor is excited to hear about the exciting things going on in Bisbee. She’s requested we submit a letter to her (which she will personally hand deliver) inviting Governor Ducey to visit Bisbee and see “first hand” why Bisbee was awarded the USA Today and Sunset magazine designations.

More information to come!

- **CHAT WITH THE CITY MANAGER MEETING**

The Chat with the City Manager meeting was held on Wednesday, September 14, 2016.

There were 20 citizens of Bisbee in attendance. The attendees voiced several issues of concern. I will be addressing the issues/concerns listed below in a group email (to those who requested a response) in the near future. These issues are listed below:

1. The City of Bisbee Strategic Plan – what we envision for the next 10 years.
2. City of Bisbee Infrastructure – “Form and Assist Partnerships”
3. Economic Development
4. Heavy Traffic/Speeders
5. Solar (WWTP) legalization expiring to pursue Reimbursement
6. City Pool
7. Library Issues
8. Ambulance
9. List of Grants available
10. Accounting for Fire Department/Ambulance losses
11. Natural Disasters

The next Chat with the City Manager meeting is scheduled for October 12, 2016. The citizens have also requested I expand my meetings to include a monthly Chat with the City Manager evening meeting.

- **PACE CONFERENCE MEETING**

Last month I met with Peter Von Gundlach to discuss his concerns associated with PACE. Mr. Von Gundlach was not satisfied with my initial response, so I suggested we

discuss the issue and obtain a second professional opinion on the matter. Today, Mr. Von Gundlach, Andy Haratyk and I met with Jeremy Clark, Southwest Risk Litigation Specialist, via teleconference regarding the PACE concern Mr. Von Gundlach has been voicing. Mr. Clark agrees that the City does not have a valid case and litigation would be futile in pursuing.

- **FRIENDS OF THE BISBEE POOL**

On September 13, 2016 I met with the Friends of the Bisbee Pool regarding the requirements and costs associated with reopening the Pool (to Cochise County Health Department standards/compliance) this year. The total costs associated with opening the pool this fiscal year are \$13,500.

Andy Haratyk currently has \$4,500 available in his budget to allocate towards these expenses. The Friends of the Bisbee Pool have indicated that they will raise the funds to allocate towards covering the expenses associated with the pool.

Additionally, the CQCH has offered to donate \$15,000 towards the funding of the pool upgrades. Staffing expenses will be \$11,000, which we are currently able to identify. More information to come.

- **ANNUAL AUDIT UPDATE**

I am pleased to notify you that we have met the deadline for requested document submittal to the CPA Auditor firm for the City's annual audit. Thank you to Keri Bagley, our Interim Finance Director, for her outstanding work in the Finance Department and her commitment to completing the majority of the items necessary for the audit. I'd also like to thank Monica Flores, Interim Executive Assistant, for her outstanding ability to multi-task and taking on the additional duties from all three departments (Finance/Personnel/Executive Assistant) and assisting Keri with completing the audit documents requested.

Additionally, the Finance department was successfully able to continue "business as usual" with no disruptions to operations after the termination of the former Finance Director.

The City of Bisbee is blessed with the dedicated and capable employees in its employ!