

AGENDA

AGENDA OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, TO BE HELD ON TUESDAY, APRIL 21, 2026, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____.

ROLL CALL

COUNCIL

Councilmember Karen Schumacher, Ward I
Councilmember Pete Skinner, Ward II
Councilmember Trish Damon, Ward III
Mayor Ken Budge
Councilmember Anna Cline, Ward III, Mayor Pro Tempore
Councilmember Mel Sowid, Ward II
Councilmember Lori Reynolds, Ward I

STAFF

Ashlee Coronado, Interim City Manager / City Clerk
Keri Bagley, Finance Director
Bridgette Kantner, Personnel Director
Matthew Gurney, Public Works Director
Logan Dodd, Operations Manager
Tim Cox, Police Chief
Jay Ritchie, Deputy Police Chief
Jim Richardson, Fire Chief

CITY ATTORNEY

Joseph Estes

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Arbor Day Proclamation
- Fair Housing Proclamation

CALL TO THE PUBLIC

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 Tuesday, April 7, 2026.

Ashlee Coronado, City Clerk

- B. Approval of the Minutes of the Work Session of Mayor and Council held on Tuesday, April 7, 2026.

Ashlee Coronado, City Clerk

- C. Approval of the Minutes of the Work Session of Mayor and Council held on Monday, April 13, 2026.

Ashlee Coronado, City Clerk

- D. Approval of the Minutes of the Work Session of Mayor and Council held on Tuesday, April 14, 2026.

Ashlee Coronado, City Clerk

- E. Approval of the Park, Facility and Right of Way Use Permit for the use of several low-traffic city roads in San Jose for the Rattler Run 5K Fun Run on Saturday, April 25, 2026, from 8:00am to 12:00pm (Noon).

Ashlee Coronado, City Clerk

- F. Approval of an Application for a Temporary Extension of Premises/Patio Permit submitted by Electric Brewing for an event to be held at 1326 W. Highway 92 #8 Bisbee, Arizona on Sunday, August 16, 2026, from 12:00pm (Noon) to 7:00pm; Joseph Fredrickson, Applicant.

Ashlee Coronado, City Clerk

OLD BUSINESS

NEW BUSINESS

3. Presentation by the National Honor Society and the Key club regarding the Recycling Awareness Program and Requesting the city take steps to promote awareness of the Recycling Program.

Trish Damon, Councilmember Ward III

4. Public Hearing and Discussion and Possible Approval of a Liquor License Application for Cantina Milagro located at 600 Romero Street, Bisbee, AZ; Michael Raymond Kaffer Jr., Applicant.

Ashlee Coronado, Interim City Manager

5. Discussion and Possible Direction on the petition received from Downtown Bisbee Business Owners regarding the relocation of the Visitor Center to the Bisbee Convention Center for a three-year term at \$200.00 per month.

Ken Budge, Mayor

6. Discussion and Possible Approval of a Property Lease Agreement between Bisbee Unified School District No. 2 and the City of Bisbee for the property located at 519 Melody Lane, Bisbee, Arizona 85603.

Ken Budge, Mayor

7. Presentation of the Annual Design Review Board Report.

Mel Sowid, Council Liaison for the Design Review Board

8. Discussion and Possible Approval of Resolution R-26-09; A Resolution of the Mayor and Council of the City of Bisbee Adopting a Fair Housing Policy and Making known its Commitment to the Principle of Fair Housing and Describing Actions it shall undertake to affirmatively further Fair Housing.
Melissa Hartman, City Planner / Housing
9. Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-26-08, Accepting the Transfer of Real Property from TIMO Holdings LLC, Located at 109 N Taylor Avenue, Bisbee.
Ashlee Coronado, Interim City Manager
10. Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-26-09; Amending the Bisbee City Code, Chapter 9- Health and Sanitation; and Cemetery, by creating a New Article 9.9 -Trees, to provide for the regulation of trees within the city; providing for the repeal of conflicting ordinances; providing for severability; providing for penalties; and establishing an Effective Date.
Emanuel Stuart, City Planner
11. Discussion and Possible Approval of Airport Engineering and Planning Services for the Bisbee Municipal Airport.
Matthew Gurney, Public Works Director
12. City Manager's Report:

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

ADJOURNMENT:

Pursuant to A.R.S. § 38-431.02(H), The public will have physical access to Council Chambers 20 minutes before the meeting is scheduled to begin.

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

CITY OF BISBEE
FINANCE DEPARTMENTPayment Approval Report - by GL Account
Report dates: 4/3/2026-4/16/2026Page: 1
Apr 16, 2026 09:23AM

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
GENERAL FUND							
10-2020600 SWT PAYABLE							
2229	ARIZONA DEPARTME	26-0408	FOR UNDERPAY WITHHOLDING FROM 2019 FROM CITY	04/08/2026	25.00	.00	
10-2021006 PREPAID LEGAL SVCS PAYABLE							
5909	LEGAL SHIELD	LEGAL-CITY-A	LegalShield Premiums City April 2026	04/06/2026	391.80	391.80	04/07/2026
10-2021500 ST COMPENSATION FUND PAYABLE							
5327	AZ MUNICIPAL RISK	40000577-1ST	WC JAN-MAR 1ST QTR PREMIUM	04/07/2026	47,576.37	47,576.37	04/07/2026
10-32-10400 BUILDING/SIGN PERMITS							
2230	BRUNO GORDONNE	26-0331	BUILDING PERMIT 2025-0679 REIMBURSEMENT	03/31/2026	78.00	.00	
2235	VIRGINIA WALTER	26-0408	BP 2026-0154 REIMBURSEMENT-415 SANTA CUZ DR	04/08/2026	299.50	.00	
10-32-10600 BUSINESS LICENSES							
6897	GAIL COVINGTON M	26-0406	REFUND PAYMENT/BUSINESS IS CLOSED	04/06/2026	250.00	.00	
7015	TODD CONKLIN	26-0406	REFUND PAYMENT/BUSINESS IS CLOSED	04/06/2026	49.37	.00	
Total :					48,670.04	47,968.17	
FINANCE DEPARTMENT							
10-52-34000 CONTRACT SERVICES							
6954	ARIZONA WATER CO	26-0409	Water Reports - March 2026	04/09/2026	125.00	125.00	04/13/2026
1181	PEREGRINE CORP.	0084677	CITY OF BISBEE CARD BILLS 0402	04/06/2026	1,388.10	.00	
10-52-41500 OFFICE SUPPLIES							
2970	BUSINESS Solutio	17148	LASER 11" AP CHECKS	03/31/2026	914.51	.00	
10-52-43120 OTHER FEES							
5708	AZ DEPT OF REVENU	26-0413	DSO RELEASED FEES FOR 1ST QTR 2026	04/13/2026	9.00	.00	
Total FINANCE DEPARTMENT:					2,436.61	125.00	
CITY CLERK							
10-53-42040 ADVERTISING							
1153	BISBEE OBSERVER	11583-26	ORDINANCE O-26-05 3/26/26 & 4/2/2026	03/31/2026	157.46	.00	
1153	BISBEE OBSERVER	11584	ORDINANCE O-26-06 3/26/26& 4/2/2026	03/31/2026	145.20	.00	
Total CITY CLERK:					302.66	.00	
COMMUNITY DEVELOPMENT							
10-54-22550 SEWER & GARBAGE - SHELTER							
1225	BISBEE PUBLIC WOR	91	TOVREAVILLE RD-ANIMAL SHELTER	04/01/2026	64.97	64.97	04/06/2026
10-54-42040 ADVERTISING							
1153	BISBEE OBSERVER	11585-26	NOTICE OF HEARING BOARD OF ADJUSTMENT 4/20 VARI	03/31/2026	29.91	.00	
10-54-46542 ANIMAL SHELTER EXPENSES							
3163	AZ STATE PRISON C	D08149420260	ANIMAL SHELTER - INMATE LABOR	03/31/2026	21.00	.00	
6544	FRIENDS OF BISBEE	26-0406	2nd Qtr 2026 payment	04/06/2026	22,750.00	22,750.00	04/06/2026
Total COMMUNITY DEVELOPMENT:					22,865.88	22,814.97	
ADMINISTRATION & GENERAL GOV'T							
10-55-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE	1097842562-0	Tovreaville Rd #1097842562	04/07/2026	15.16	15.16	04/13/2026
1097	AZ PUBLIC SERVICE	7844595365-0	915 Tovreaville Rd. Ste 2 #7844595365	04/07/2026	43.42	43.42	04/13/2026
10-55-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	118 ARIZONA ST-CITY HALL	04/01/2026	424.24	424.24	04/06/2026
1225	BISBEE PUBLIC WOR	91	TOVREAVILLE RD-CHAMBERS	04/01/2026	46.32	46.32	04/06/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
10-55-31000 PROFESSIONAL FEES							
5083	BASIC BENEFITS	IN3658756	HRA MONTHLY ADMIN FEE - JAN-DEC 2026	01/15/2026	299.82	.00	
10-55-34000 CONTRACT SERVICES							
2176	KONICA MINOLTA BU	507596437	MARCH COPY CHARGES - 03/01/2026-03/31/2026	03/31/2026	202.37	.00	
10-55-37000 PROPERTY, CASUALTY, LIABILITY							
1139	AZ MUNICIPAL RISK	40000824-040	PD & PW VEHICLES ADDED TO INSURANCE	04/06/2026	2,921.00	.00	
Total ADMINISTRATION & GENERAL GOV'T:					3,952.33	529.14	
WATER SYSTEMS							
10-58-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE	7117441000-02	Tombstone Cyn Pump #7117441000	03/09/2026	387.05	387.05	04/13/2026
Total WATER SYSTEMS:					387.05	387.05	
INFORMATION SYSTEMS							
10-59-24001 INTERNET ACCESS							
4059	SPARKLIGHT	26-0323/NCH	Internet Svc-City Hall/118 Arizona St.-8160130030022291	03/30/2026	466.00	466.00	04/06/2026
Total INFORMATION SYSTEMS:					466.00	466.00	
POLICE DEPARTMENT							
10-62-11700 WORKERS COMPENSATION							
5327	AZ MUNICIPAL RISK	40000577-1ST	WC JAN-MAR 1ST QTR POLICE-VOLUNTEERS	04/07/2026	883.58	883.58	04/07/2026
10-62-12300 UNIFORMS & CLOTHING							
6479	FX TACTICAL	11-10051354	UNIFORM ALLOW-MLONG	04/03/2026	92.94	.00	
10-62-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	35 HWY 92-POLICE	04/01/2026	160.75	160.75	04/06/2026
10-62-23000 GAS - UTILITY							
1751	SOUTHWEST GAS C	910005134336	1 W. HWY 92 - Police #910005134336	03/30/2026	81.58	81.58	04/06/2026
10-62-34000 CONTRACT SERVICES							
6172	MMPC	184705	POLICE-PEST CONTROL APR'26	04/07/2026	50.00	.00	
1499	RICOH USA, INC	5073024451	BASE CHARGES-2 COPIERS	04/01/2026	117.29	.00	
10-62-34100 DOC WORKERS							
3163	AZ STATE PRISON C	D08183920260	PD-MILEAGE	03/31/2026	24.00	.00	
3163	AZ STATE PRISON C	D08183920260	PD-MILEAGE	03/30/2026	62.53	.00	
10-62-45300 CUSTODIAL SUPPLIES							
1862	B&D LUMBER & HAR	222668	CUSTODIAL SUPPLIES	04/13/2026	2.92	.00	
10-62-46624 MOVING, TOWING, STORAGE EXP							
7000	BARNETT'S TOWING	503995	TOWING SERVICES/B26-1955	04/07/2026	105.00	.00	
7000	BARNETT'S TOWING	504027	TOWING SERVICES/B26-2064	04/13/2026	210.00	.00	
1636	COCHISE AUTO SER	715	TOWING SERVICES/B26-1775	04/06/2026	213.00	.00	
1636	COCHISE AUTO SER	751	TOWING SERVICES/B26-2004	04/10/2026	192.00	.00	
10-62-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO P	392210	AUTO PARTS-4027	03/11/2026	4.19	.00	
6536	BISBEE NAPA AUTO P	393491	AUTO PARTS-0540	03/26/2026	4.19	.00	
6536	BISBEE NAPA AUTO P	394473	AUTO PARTS	04/08/2026	4.19	.00	
6536	BISBEE NAPA AUTO P	394802	AUTO PARTS-5648	04/13/2026	4.19	.00	
6536	BISBEE NAPA AUTO P	394826	AUTO PARTS	04/13/2026	7.78	.00	
10-62-62002 TIRES							
1854	W R RYAN - FIRESTO	T36155	1 TIRE 4067	03/05/2026	126.67	.00	
10-62-62003 GASOLINE							
6763	SKY ISLAND FUELS	1012903	FUEL-1378	03/22/2026	55.36	.00	
Total POLICE DEPARTMENT:					2,402.16	1,125.91	

FIRE DEPARTMENT

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
10-64-12300 UNIFORMS & CLOTHING							
6479	FX TACTICAL	I1-10051217	UNIFORM ALLOWANCE - WILLIAM KANE	04/02/2026	234.77	.00	
6479	FX TACTICAL	I1-10051306	UNIFORM ALLOWANCE - ALLEN HERSHEY	04/03/2026	354.36	.00	
6479	FX TACTICAL	I1-10051382	UNIFORM ALLOWANCE - KEVIN PACHECO	04/06/2026	295.66	.00	
6479	FX TACTICAL	I1-10051476	UNIFORM ALLOWANCE-SALVADOR ARVIZU	04/10/2026	89.68	.00	
6436	GALLS, LLC	034562935	UNIFORM ALLOWANCE-RANDY KANE	03/28/2026	19.60	.00	
5665	JERI'S OLD TOWN UN	30890-1	UNIFORM ALLOWANCE - MCKENZIE BUDROW	12/04/2025	97.34	.00	
5665	JERI'S OLD TOWN UN	31034-1	UNIFORM ALLOWANCE - MCKENZIE BUDROW	12/08/2025	142.27	.00	
5665	JERI'S OLD TOWN UN	31063-1	UNIFORM ALLOWANCE - BRANDON HILDEBRAND	12/10/2025	259.90	.00	
5665	JERI'S OLD TOWN UN	31069-1	UNIFORM ALLOWANCE - ANTHONY LEON	12/10/2025	34.78	.00	
5665	JERI'S OLD TOWN UN	31070-1	UNIFORM ALLOWANCE - NICK DELA TORRE	12/10/2025	145.66	.00	
5665	JERI'S OLD TOWN UN	31071-1	UNIFORM ALLOWANCE - RAMON BORBON	12/10/2025	130.85	.00	
5665	JERI'S OLD TOWN UN	31072-1	UNIFORM ALLOWANCE - SERGIO CORDOVA	12/10/2025	245.11	.00	
5665	JERI'S OLD TOWN UN	32264-1	UNIFORM ALLOWANCE - SERGIO CORDOVA	01/15/2026	190.20	.00	
10-64-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE	4361690000-0	645 Tombstone Cyn Sta 2 - #4361690000	04/06/2026	332.56	332.56	04/13/2026
10-64-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	192 HWY 92-FIRE STATION #1	04/01/2026	122.03	122.03	04/06/2026
1225	BISBEE PUBLIC WOR	91	645 TOMBSTONE CYN-STATION #2	04/01/2026	122.03	122.03	04/06/2026
10-64-23000 GAS - UTILITY							
1751	SOUTHWEST GAS C	910001898098	192 Highway 92 - Fire #910001898098	03/30/2026	98.35	98.35	04/06/2026
10-64-24001 INTERNET ACCESS FEES							
4059	SPARKLIGHT	26-03-04-23-1/	Internet Svc-Fire Station 1-8160130030022499	04/04/2026	326.88	326.88	04/07/2026
10-64-34000 CONTRACT SERVICES							
6172	MMPC	184670	STATION 81-PEST CONTROL	04/07/2026	50.00	.00	
6172	MMPC	185060	STATION 82-PEST CONTROL	04/10/2026	50.00	.00	
5710	XEROX CORPORATI	025420967	MARCH BILL	04/02/2020	113.71	.00	
10-64-34010 AMBULANCE BILLING SERVICES							
7071	AMB	0122063-IN	MARCH COMMISSION	03/31/2026	2,882.17	.00	
10-64-45300 CUSTODIAL SUPPLIES							
6038	BRADY INDUSTRIES,	11547203	CLEANING SUPPLIES	04/08/2026	221.51	.00	
10-64-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	45216	WATER FILTER	04/09/2026	15.83	.00	
1659	ACE HARDWARE	45229	TUBE BRUSH, SCRUB BRUSH, CLEANING VINEGAR	04/13/2026	17.29	.00	
6536	BISBEE NAPA AUTO P	393604	JB WELD	03/27/2026	9.15	.00	
6536	BISBEE NAPA AUTO P	393944	BATTERY ACCESSORIES	04/01/2026	12.25	.00	
6536	BISBEE NAPA AUTO P	394113	BATTERY ACCESSORIES RETURNED	04/02/2026	12.25-	.00	
10-64-46641 MEDICAL SUPPLIES							
1321	BOUND TREE MEDIC	86147904	MEDICAL SUPPLIES	03/26/2026	461.41	.00	
1321	BOUND TREE MEDIC	86154930	MEDICAL SUPPLIES	04/01/2026	230.99	.00	
1321	BOUND TREE MEDIC	86156462	MEDICAL SUPPLIES	04/02/2026	372.04	.00	
1085	LINDE GAS & EQUIP	55710832	OXYGEN TANK REFILL	03/25/2026	387.33	.00	
10-64-61000 VEHICLE PARTS & LABOR							
1532	CITY OF SIERRA VIST	5774	REPAIR ON WATER TENDER PUMP	03/23/2026	429.96	.00	
1854	W R RYAN - FIRESTO	T36257	TWO NEW TIRES FOR STAFF 81	03/18/2026	283.22	.00	
Total FIRE DEPARTMENT:					8,766.64	1,001.85	
CEMETERY							
10-70-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	DOUGLAS ST-CEMETARY	04/01/2026	64.97	64.97	04/06/2026
Total CEMETERY:					64.97	64.97	
BUILDING & MAINTENANCE							
10-74-34000 CONTRACT SERVICES							
7060	CINTAS	4264497414	UNIFORMS	04/01/2026	6.40	.00	
7060	CINTAS	4264497414	UNIFORMS	04/01/2026	5.96	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
7060	CINTAS	4265152609	UNIFORMS	04/07/2026	5.96	.00	
7060	CINTAS	4265152609	UNIFORMS	04/07/2026	6.40	.00	
4415	CULLIGAN OF TUCS	112X62257803	POST OFFICE-5 GALON PREM WATER, DELIVERY, SERVI	03/31/2026	68.12	.00	
6172	MMPC	184647	CITY HALL - PEST CONTROL	04/07/2026	110.00	.00	
6172	MMPC	184652	GARAGE-PEST CONTROL	04/07/2026	50.00	.00	
6172	MMPC	184657	ANIMAL SHELTER - PEST CONTROL	04/07/2026	50.00	.00	
6172	MMPC	184776	SENIOR CENTER - PEST CONTROL	04/08/2026	50.00	.00	
10-74-34100 DOC WORKERS							
3163	AZ STATE PRISON C	D08183720260	CITY HALL-LABOR	03/31/2026	12.00	.00	
3163	AZ STATE PRISON C	D08184020260	BM-LABOR	03/31/2026	42.00	.00	
10-74-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	45162	RPLC CRTRDG FILTER 2 PK	03/30/2026	36.32	.00	
10-74-50100 BLDG REPAIR & MAINT							
2179	ARIZONA ELEVATOR	INV-29078-X7Y	CQL-OIL & GREASE - MAINTENANCE FOR APRIL	04/01/2026	124.41	.00	
1862	B&D LUMBER & HAR	222521	BRISTLE BRUSH, TRAP LINER, KNIT COVER	04/01/2026	37.25	.00	
10-74-61000 VEHICLE PARTS & LABOR							
1854	W R RYAN - FIRESTO	T36153	TIRES	03/05/2026	390.21	.00	
Total BUILDING & MAINTENANCE:					995.03	.00	
PUBLIC WORKS ADMINISTRATION							
10-75-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	404 BISBEE RD-PUBLIC WORKS	04/01/2026	98.47	98.47	04/06/2026
10-75-34000 CONTRACT SERVICES							
2176	KONICA MINOLTA BU	507595836	MONTHLY INV. FOR MAINTENANCE AGREEMENT-MARCH	03/31/2026	117.85	.00	
Total PUBLIC WORKS ADMINISTRATION:					216.32	98.47	
GARAGE							
10-77-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	TOVREAVILLE RD-GARAGE	04/01/2026	103.69	103.69	04/06/2026
10-77-23000 GAS - UTILITY							
1751	SOUTHWEST GAS C	910002351879	4 Tovreaville Rd. 50% Garage	03/30/2026	82.40	82.40	04/06/2026
10-77-34000 CONTRACT SERVICES							
7060	CINTAS	4264497387	CLEANING	04/01/2026	12.88	.00	
7060	CINTAS	4264497433	UNIFORMS	04/01/2026	34.46	.00	
7060	CINTAS	4265152618	UNIFORMS	04/07/2026	34.46	.00	
7060	CINTAS	4265152648	CLEANING	04/07/2026	12.88	.00	
10-77-46000 OPERATIONAL EXPENSES							
6536	BISBEE NAPA AUTO P	394047	SPRAY ENGINE DEGREASE	04/02/2026	3.99	.00	
Total GARAGE:					284.76	186.09	
PARKS							
10-80-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	VISTA PARK	04/01/2026	64.97	64.97	04/06/2026
1225	BISBEE PUBLIC WOR	91	1 QUALITY HILL-POOL	04/01/2026	78.67	78.67	04/06/2026
1225	BISBEE PUBLIC WOR	91	TOMBSTONE CYN-GARFIELD PARK	04/01/2026	28.17	28.17	04/06/2026
1225	BISBEE PUBLIC WOR	91	5 COPPER PLAZA-PARK MAIN ST	04/01/2026	78.67	78.67	04/06/2026
10-80-34000 CONTRACT SERVICES							
7060	CINTAS	4264497414	UNIFORMS	04/01/2026	6.40	.00	
7060	CINTAS	4264497417	UNIFORMS	04/01/2026	21.84	.00	
7060	CINTAS	4265152609	UNIFORMS	04/07/2026	6.40	.00	
7060	CINTAS	4265152693	UNIFORMS	04/07/2026	21.84	.00	
1893	LAL ENTERPRISES, I	67974	WEEKLY SERVICES ADD TO GARFIELD PRK	03/31/2026	126.00	.00	
10-80-34100 DOC WORKERS							
3163	AZ STATE PRISON C	D08183820260	PARKS-LABOR	03/31/2026	42.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
10-80-45300 CUSTODIAL SUPPLIES							
1659	ACE HARDWARE	45171	CLOROX, MLTI-SRF CLRN, SPRAYWAY CLEANER	03/31/2026	22.83	.00	
4191	GRAINGER	9865275581	TOILET PAPER ROLL	04/02/2026	148.10	.00	
4191	GRAINGER	9873940168	PAPER TOWEL SHEETS	04/09/2026	60.19	.00	
10-80-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	45181	SILLOCK KEY, KEY RING	04/01/2026	7.43	.00	
1862	B&D LUMBER & HAR	222545	DOC-ENGINE OIL	04/02/2026	23.61	.00	
10-80-46802 LANDSCAPING MATERIALS							
1659	ACE HARDWARE	45169	TREE & SHRUB CONTROL, SPIKE FERT	03/31/2026	43.76	.00	
1659	ACE HARDWARE	45170	GREENHOUSE-SEED START PELLETS	03/31/2026	14.88	.00	
1659	ACE HARDWARE	45175	ACE TOP SOIL	03/31/2026	8.55	.00	
1659	ACE HARDWARE	45176	NATURESSCPE BRN MULCH	03/31/2026	11.16	.00	
1659	ACE HARDWARE	45182	SPIKE FERT TREE	04/01/2026	27.93	.00	
1659	ACE HARDWARE	45183	SHOCK TREAT, RCPRCT SW BLD	04/01/2026	38.15	.00	
1659	ACE HARDWARE	45186	FERT ALASKA FISH QT	04/01/2026	13.96	.00	
Total PARKS:					895.51	250.48	
SWIMMING POOL							
10-81-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE	2409211000-03	Quality Hill - Pool #2409211000	04/08/2026	520.22	520.22	04/13/2026
10-81-46000 OPERATIONAL EXPENSES							
4059	SPARKLIGHT	26-0423/POOL	Internet Svc - City Pool - 8160130030028041	04/04/2026	106.68	106.68	04/13/2026
Total SWIMMING POOL:					626.90	626.90	
LIBRARY							
10-83-11700 WORKERS COMPENSATION							
5327	AZ MUNICIPAL RISK	40000577-1ST	WC JAN-MAR 1ST QTR VOLUNTEERS	04/07/2026	119.83	119.83	04/07/2026
10-83-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE	3331410000-0	6 MAIN St Library - Library -#3331410000	04/08/2026	837.97	837.97	04/13/2026
10-83-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	6 MAIN ST-LIBRARY	04/01/2026	122.03	122.03	04/06/2026
10-83-24001 INTERNET ACCESS							
4059	SPARKLIGHT	26-0423/LIB	Internet Svc-Library-pay only 20% of bill 8160130030026292	04/04/2026	17.20	17.20	04/15/2026
10-83-34000 CONTRACT SERVICES							
1499	RICOH USA, INC	5073057094	RICOH PRINTER LEASE CONTRACT	04/02/2026	13.08	.00	
10-83-46831 BOOKS							
4926	AMAZON CAPITAL SE	1NKC-K6W1-1	BOOKS	04/01/2026	234.30	.00	
10-83-46832 AUDIO VISUAL MATERIAL							
4926	AMAZON CAPITAL SE	14CJ-NTTV-G3	DVD'S	04/01/2026	68.99	.00	
10-83-46833 CHILDRENS MATERIALS							
4926	AMAZON CAPITAL SE	1614-4JRL-MQ	CHILDREN BOOKS	04/01/2026	58.66	.00	
Total LIBRARY:					1,472.06	1,097.03	
SENIOR CITIZENS CENTER							
10-85-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	COLLINS RD-SENIOR CENTER	04/01/2026	78.67	78.67	04/06/2026
10-85-34085 COORDINATOR CONTRIBUTIONS							
3188	BISBEE SENIOR ASS	167	Monthly Invoice - April 2026	04/06/2026	833.33	833.33	04/06/2026
10-85-45300 CUSTODIAL SUPPLIES							
4191	GRAINGER	9865275599	PAPER TOWEL SHEETS	04/02/2026	60.19	.00	
Total SENIOR CITIZENS CENTER:					972.19	912.00	
Total GENERAL FUND:					95,777.11	77,654.03	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
GENERAL GOVERNMENT GRANTS							
GRANT EXP - GENERAL GOVT							
11-40-22528 CDBG-BISBEE SENIOR CENTER							
1830	ZACATECAS ENGINE	2026-43	CDBG GRANT-BISBEE SENIOR CENTER	04/01/2026	2,685.55	.00	
Total GRANT EXP - GENERAL GOVT:					2,685.55	.00	
Total GENERAL GOVERNMENT GRANTS:					2,685.55	.00	
CAMP NACO							
19-40-13100 BUSINESS TRAVEL-MELLON GRANT							
1922	NORMAND, MICHAEL	26-0402	BUSINESS-RELATED MILEAGE - MARCH 2026	04/02/2026	166.03	.00	
19-40-21000 ELECTRIC-MELLON GRANT							
1097	AZ PUBLIC SERVICE	5081307274-0	915 Tovreaville Rd Camp Naco	04/07/2026	167.28	167.28	04/13/2026
1097	AZ PUBLIC SERVICE	8850052975-0	2118 Newell St. Temp - Camp Naco #8850052975	04/06/2026	86.52	86.52	04/13/2026
19-40-31000 PROFESSIONAL FEES-MELLON GRANT							
1545	CRYSTAL Z CAMPBE	26-0407	FELLOWSHIP-MID-WAY PAYMENT	04/07/2026	17,500.00	17,500.00	04/15/2026
1439	GERALD LAMB	26-0402	FELLOWSHIP: MID-WAY PAYMENT	04/02/2026	10,000.00	10,000.00	04/06/2026
1454	SOUTHERN ARIZONA	26-0407	FELLOWSHIP MID-WAY PAYMENT	04/07/2026	9,934.67	9,934.67	04/15/2026
19-40-34000 CONTRACT SERVICES-MELLON GRANT							
1893	LAL ENTERPRISES, I	67974	HAND WASHING STATION-CAMP NACO	03/31/2026	129.25	.00	
1893	LAL ENTERPRISES, I	67974	CHEMICAL TOILET SERVICE-CAMP NACO	03/31/2026	259.25	.00	
19-40-34500 NHA SUB-GRANT EXPENSES							
2203	NACO HERITAGE ALL	MAR2026	NHA SUB-GRANT MARCH REIMBURSEMENT	03/16/2026	23,521.71	.00	
19-40-92000 CONSTRUCTION COSTS-MELLON							
1351	DURAZO CONSTRUC	5B	CAMP NACO BUILDING REHABILITATION	03/31/2026	12,365.53	.00	
6889	VERHELST RECOVE	18026	GENERAL SITE CLEANUP, INTERIOR DEMO A5/A2	03/27/2026	137.50	137.50	04/15/2026
6889	VERHELST RECOVE	18075	DEMO INTERIOR WALLS AT A2	04/07/2026	275.00	275.00	04/15/2026
Total :					74,542.74	38,100.97	
19-45-92000 CONSTRUCTION COSTS-STATE							
1351	DURAZO CONSTRUC	5B	CAMP NACO BUILDING REHABILITATION	03/31/2026	106,070.44	.00	
6889	VERHELST RECOVE	18026	GENERAL SITE CLEANUP, INTERIOR DEMO A5/A2	03/27/2026	137.50	137.50	04/15/2026
Total :					106,207.94	137.50	
19-50-92000 CONSTRUCTION							
1351	DURAZO CONSTRUC	5B	CAMP NACO BUILDING REHABILITATION	03/31/2026	12,365.53	.00	
Total :					12,365.53	.00	
Total CAMP NACO:					193,116.21	38,238.47	
STREETS							
FUND EXPENDITURES							
21-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE	1032111000-03	Az Street St Lights #1032111000	03/27/2026	5,978.17	5,978.17	04/06/2026
21-40-23000 GAS - UTILITY							
1751	SOUTHWEST GAS C	910002351879	25% Streets	03/30/2026	41.19	41.19	04/06/2026
21-40-34000 CONTRACT SERVICES							
7060	CINTAS	4264497388	UNIFORMS	04/01/2026	67.26	.00	
7060	CINTAS	4265152629	UNIFORMS	04/07/2026	56.83	.00	
21-40-34100 DOC WORKERS							
3163	AZ STATE PRISON C	D08509820260	ST-LABOR	03/31/2026	48.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
21-40-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HAR	222544	DOC-ENGINE OIL	04/02/2026	23.61	.00	
21-40-62002 TIRES							
1854	W R RYAN - FIRESTO	T36119	TIRES	03/02/2026	392.53	.00	
Total FUND EXPENDITURES:					6,607.59	6,019.36	
Total STREETS:					6,607.59	6,019.36	
BISBEE ARTS COMMISSION							
FUND EXPENDITURES							
42-40-46050 BAC CIG ART EXPENSES							
1404	ANFANEY GLADWIN	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 5	04/09/2026	50.00	.00	
7022	DALE MILLER	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 10	04/09/2026	100.00	.00	
1470	DEBRA A. KNAPIK	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 15	04/09/2026	150.00	.00	
1667	DERREN CROSBY	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 6	04/09/2026	60.00	.00	
7026	GRETCHEN HILL	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 7	04/09/2026	70.00	.00	
1714	JILL HARDING	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 8	04/09/2026	80.00	.00	
2079	JIM PURVIS	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 5	04/09/2026	50.00	.00	
1364	KURT HAUSER	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 4	04/09/2026	40.00	.00	
1665	LONNI ENQUIST	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 6	04/09/2026	60.00	.00	
1858	STEVE MILLER	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 18	04/09/2026	180.00	.00	
6699	TONYA BORGESON	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 9	04/09/2026	90.00	.00	
1407	VIRGINIA THOMPSON	26-0409	1ST QUARTER JAN-FEB-MARCH 2026 - SOLD 17	04/09/2026	170.00	.00	
Total FUND EXPENDITURES:					1,100.00	.00	
Total BISBEE ARTS COMMISSION:					1,100.00	.00	
MISC. DONATIONS							
FUND EXPENDITURES							
48-40-22507 PARKS AND REC MISC DONATIONS							
1781	PROJECT WILDLIFE	26-0407	FUNDS TO COMPLETE PAVILLION AT VISTA PARK	04/07/2026	5,000.00	5,000.00	04/07/2026
Total FUND EXPENDITURES:					5,000.00	5,000.00	
Total MISC. DONATIONS:					5,000.00	5,000.00	
AIRPORT FUND							
FUND EXPENDITURES							
50-40-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	AIRPORT RD-AIRPORT	04/01/2026	16.00	16.00	04/06/2026
50-40-23000 GAS - UTILITY							
1751	SOUTHWEST GAS C	910001898040	Bisbee JcT - Airport Rd #910001898040	03/30/2026	90.31	90.31	04/06/2026
50-40-45300 CUSTODIAL SUPPLIES							
4191	GRAINGER	9869513516	PAPER TOWEL SHEETS, TOILET PAPER ROLLS	04/06/2026	134.23	.00	
50-40-46000 OPERATIONAL EXPENSES							
5755	GURNEY, MATTHEW	26-0331	AZ AIRPORT ASSOC. CONFERENCE - GAS	03/31/2026	119.00	.00	
Total FUND EXPENDITURES:					359.54	106.31	
Total AIRPORT FUND:					359.54	106.31	
SEWER FUND							
FUND EXPENDITURES							
54-40-34000 CONTRACT SERVICES							
6881	OPERATIONS MANA	BISBEE07-11	OPERATIONS, MAINTENANCE AND MANAGEMENT	04/07/2026	69,970.42	69,970.42	04/13/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
54-40-34010 CONTRACT SERVICES-COLLECTIONS							
7060	CINTAS	4264497378	UNIFORMS	04/01/2026	55.40	.00	
7060	CINTAS	4265152694	UNIFORMS	04/07/2026	55.40	.00	
54-40-42040 ADVERTISING							
1153	BISBEE OBSERVER	11580	4/2/26 NOI SEWER INCREASE	03/31/2026	119.20	.00	
54-40-46000 OPERATIONAL EXPENSES							
5905	WESTLAND RESOUR	1561297	BISBEE SEWER LATERAL REHAB PROJECT SRVCS 3/3/2	04/10/2026	7,728.25	.00	
54-40-46543 MANHOLE, PIPE & FITTINGS							
1862	B&D LUMBER & HAR	222484	MINERAL OIL, BLADES, PRIMER, ABS CEMENT	03/30/2026	146.05	.00	
6000	FERGUSON WATERW	0603530	GEOPHONE, PIPE	02/05/2026	1,557.86	1,557.86	04/15/2026
6000	FERGUSON WATERW	0609328	COUP, FASTITE PIPE	04/07/2026	2,548.08	.00	
4191	GRAINGER	9871393170	PINTLE HOOK HITCHES	04/08/2026	392.94	.00	
54-40-55000 EQUIPMENT REPAIR & MAINT							
6881	OPERATIONS MANA	BISBEE07-11	REPAIRS OVERAGE AS OF MARCH 2026	04/07/2026	12,748.18	12,748.18	04/13/2026
6881	OPERATIONS MANA	BISBEE07-11	REBATEABLE REPAIRS - MAY 2026	04/07/2026	6,250.00	6,250.00	04/13/2026
6881	OPERATIONS MANA	BISBEE07-11	15% MARKUP FOR REPAIRS OVERAGE	04/07/2026	1,912.23	1,912.23	04/13/2026
54-40-55006 PUMP REPAIR & REPLACEMENT							
1938	JIM'S ELECTRIC SER	1619	MULE GULCH-MTRLS AND LABOR TO REPLACE SOFT ST	04/01/2026	3,891.20	.00	
Total FUND EXPENDITURES:					107,375.21	92,438.69	
Total SEWER FUND:					107,375.21	92,438.69	
SANITATION FUND							
FUND EXPENDITURES							
56-40-23000 GAS - UTILITY							
1751	SOUTHWEST GAS C	910002351879	25% Sanitation	03/30/2026	41.19	41.19	04/06/2026
56-40-34000 CONTRACT SERVICES							
7060	CINTAS	4264497389	UNIFORMS	04/01/2026	66.32	.00	
7060	CINTAS	4265152688	UNIFORMS	04/07/2026	66.32	.00	
56-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HAR	222500	BRUSH SET, RKR COVER	03/31/2026	26.38	.00	
56-40-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HAR	222500	CLEAR PAINT	03/31/2026	55.84	.00	
6536	BISBEE NAPA AUTO P	394021	ELECTRONIC CLEANER, TAPE	04/02/2026	15.87	.00	
6022	WICKED LIMITZ GRA	72918	DECALS FOR DUMPSTERS "KEEP LIDS CLOSED WHEN N	04/09/2026	642.90	.00	
56-40-46561 COUNTY TIPPING FEE							
3181	COCHISE COUNTY T	32207	COCHISE COUNTY-SOLID WASTE - MARCH	03/31/2026	20,299.44	.00	
56-40-46562 RECYCLING PROGRAM							
7060	CINTAS	4264497408	UNIFORMS	04/01/2026	51.80	.00	
7060	CINTAS	4265152687	UNIFORMS	04/07/2026	51.80	.00	
1893	LAL ENTERPRISES, I	67974	RECYCLING - CHEMICAL TOILET SRVC	03/31/2026	73.50	.00	
56-40-55000 EQUIPMENT REPAIR & MAINT							
6536	BISBEE NAPA AUTO P	394142	EXACTFIT BEAM	04/03/2026	17.47	.00	
Total FUND EXPENDITURES:					21,408.83	41.19	
Total SANITATION FUND:					21,408.83	41.19	
QUEEN MINE FUND							
FUND EXPENDITURES							
59-40-12300 UNIFORMS & CLOTHING							
2232	MARTINEZ, JESUS	26-0402	REIMBURSEMENT FOR WORK BOOTS	04/02/2026	108.04	.00	
59-40-22550 SEWER AND GARBAGE SERV.							
1225	BISBEE PUBLIC WOR	91	478 N DART RD-QUEEN MINE	04/01/2026	424.24	424.24	04/06/2026
59-40-41500 OFFICE SUPPLIES							
6399	WIST OFFICE PRODU	2601252	CARTRIDGE INF HP67XL	03/17/2026	67.64	.00	
6399	WIST OFFICE PRODU	2601257	CARTIDGE INK HP67XL.BL	03/17/2026	67.64	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
6399	WIST OFFICE PRODU	2601637	TONER	03/18/2026	119.27	.00	
59-40-42040 ADVERTISING							
2234	NOAH SWISHER	100	CQMT 50TH ANNIVERSARY PERFORMANCE	03/28/2026	400.00	.00	
59-40-46591 MERCHANDISE							
5876	PILGRIM IMPORTS	00119277	ORNAMENTS	04/02/2026	709.19	.00	
Total FUND EXPENDITURES:					1,896.02	424.24	
Total QUEEN MINE FUND:					1,896.02	424.24	
MISC. GRANTS							
FUND EXPENDITURES							
78-40-23008 LIBRARY LSTA GRANT,FED THRU AZ							
4926	AMAZON CAPITAL SE	1LGT-9X46-D	LIBRARY DONATIONS	04/01/2026	150.56	.00	
Total FUND EXPENDITURES:					150.56	.00	
Total MISC. GRANTS:					150.56	.00	
BISBEE BUS FUND							
FUND EXPENDITURES							
96-40-41505 ADMIN SUPPLIES							
2176	KONICA MINOLTA BU	507595836	MONTHLY COPY MAINTENANCE-BISBEE BUS 25%-MARC	03/31/2026	39.29	.00	
96-40-41606 OPERATIONS CONTRACTOR							
6391	CITY OF DOUGLAS	0002168	TRANSIT BILLING CONTRACT-APRIL 2026	04/03/2026	21,404.67	.00	
96-40-41607 PREVENTIVE MAINTENANCE							
1854	W R RYAN - FIRESTO	T36120	TIRES - BUS 1403	03/02/2026	175.57	.00	
96-40-62000 FUEL & LUBRICANTS							
6763	SKY ISLAND FUELS	1013044	FUEL - BUS 8198	03/23/2026	183.00	.00	
Total FUND EXPENDITURES:					21,802.53	.00	
Total BISBEE BUS FUND:					21,802.53	.00	
Grand Totals:					457,279.15	219,922.29	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Am	Amount Paid	Date Paid
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Report Criteria:

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



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2026

☒ Regular ☐ Special

DATE ACTION SUBMITTED: April 14, 2026

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 7, 2026, AT 7:00 PM

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Regular Session of Mayor and Council held on April 7, 2026, at 7:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE-ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by:

Nina Williams
Nina Williams,
Deputy City Clerk

Reviewed by:

Ashlee Coronado
Ashlee Coronado,
City Clerk

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 7, 2026, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 7:08PM.

ROLL CALL

COUNCIL

Councilmember Karen Schumacher, Ward I
Councilmember Pete Skinner, Ward II
Councilmember Trish Damon, Ward III
Mayor Ken Budge
Councilmember Anna Cline, Ward III, Mayor Pro Tempore
Councilmember Mel Sowid, Ward II
Councilmember Lori Reynolds, Ward I

STAFF

Ashlee Coronado, Interim City Manager / City Clerk
Keri Bagley, Finance Director
Matthew Gurney, Public Works Director
Logan Dodd, Operations Manager
Tim Cox, Police Chief
Jay Ritchie, Deputy Police Chief
Jim Richardson, Fire Chief

CITY ATTORNEY

Joseph Estes

INVOCATION: Mayor Budge called for a moment of silence for personal reflection.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- The Arbor Day Proclamation will be at the next meeting
- Mayor Budge announced that City Council meetings will no longer be streamed on Facebook and will be transitioned to YouTube beginning in May.
- Mayor Budge spoke regarding funding that has just become available.

CALL TO THE PUBLIC

- Kevin Cole Van Norman spoke regarding the Fair Building and the parking spaces he rents monthly.
- Brian McClain spoke regarding the Fair Building and asked Council to table the item.
- Mike Schmitzer spoke regarding 30 Main Street and its asbestos issue.
- Mike Ablin spoke regarding the Fair Building and reminding Council of their fiduciary responsibility to the community.
- Lisa Head spoke regarding the Fair Building and stated the city should not be in the property management business.
- Eliza Adams spoke regarding the Fair Building and asked council to pause on this.
- Amy Naico spoke regarding the Fair Building and also asked for a pause and questioned the urgency.

- Kelly Galligan spoke regarding inadequate tourism marketing efforts, and for Council to consider the input of the downtown business community regarding the best place for a visitor center.
- Mark Gray spoke regarding the Fair Building acquisition.
- Doug Stanhope gave a bit of levity in his allotted time.

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 \$827,573.91.

SECOND: Councilmember Skinner

Councilmembers Cline, Reynolds, and Schumacher inquired about items on the accounts payable report, and staff responded.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on Tuesday, March 17, 2026.

Ashlee Coronado, City Clerk

- B. Approval of the Park, Facility and Right of Way Use Permit for the use of Tombstone Canyon, Subway Street for El Tour de Zona on Saturday, April 11, 2026, from 8:00am to 2:00pm.

Ashlee Coronado, City Clerk

- C. Approval of the Park, Facility and Right of Way Use Permit for the Copper Queen Hotel for the use of Howell Avenue for the Annual Street Party with Music and Bar to be held on Saturday, June 20, 2026, from 5:00pm to 1:00am.

Ashlee Coronado, City Clerk

- D. Approval of a Special Event Liquor License Application submitted by the Friends of Warren Ballpark for an event to be held at the Warren Ballpark located at 300 Ruppe Avenue, Bisbee, AZ on Saturday, April 11, 2026, from 10:00am to 7:00pm and Sunday, April 12, 2026, from 10:00am to 5:00pm, Patrick Murphy, Applicant.

Ashlee Coronado, City Clerk

- E. Approval of an Application for an Extension of Premises/Patio Permit submitted by the Copper Queen Hotel for an Event to be held on Howell Avenue, Bisbee, Arizona on Saturday, June 20, 2026, from 5:00pm to 12:00am (Midnight) to Sunday, June 21, 2026, from 12:01am to 1:00am, Helen Joyce Lampinen, Applicant.

Ashlee Coronado, City Clerk

MOTION: Councilmember Cline moved to approve consent agenda items A through E.

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

OLD BUSINESS

NEW BUSINESS**3. Discussion and Possible Approval of Change Orders 1, 3, 5, 6, and 7 with Durazo Construction.**

Mike Normand, Construction Project Manager

Mr. Normand, Construction Project Manager Camp Naco presented several change orders for Camp Naco construction project. He explained that the change orders involved repairs to Adobe buildings where walls had eroded due to roof leaks, as well as concrete replacement that was in poor condition.

The largest change order was for electrical switchgear for the service entrance, which distributes electricity to all buildings on the site. Normand explained that this equipment was originally included in phase 1 but was removed to allow local contractors to bid on phase 2. This decision resulted in savings of approximately \$150,000 overall on electrical work and \$16,000 specifically on the switchgear. The equipment has a six-month lead time and would be operational by mid-to-late November.

MOTION: Councilmember Cline moved to approve consent agenda items A through E.

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

4. Discussion and Possible Approval to purchase one Hydraulic PTO Pump from Wastequip for \$7,550.00.

Matthew Gurney, Public Works Director

Mr. Gurney explained that one of the large garbage trucks needed a replacement hydraulic PTO pump that operates the hydraulic system for the compacting mechanism and lifting arm. The current pump had exceeded its useful life and was actively leaking, requiring mechanics to constantly maintain fluid levels. The truck had been evaluated by mechanics in Sierra Vista who determined replacement was necessary.

Councilmember Sowid questioned the lifespan of the pump, noting the trucks were only four to five years old and used five to six days per week.

Mr. Gurney confirmed that the original warranties had expired and that they had budgeted for this replacement. He also mentioned that the other garbage truck would need its PTO pump replaced in the new fiscal year.

MOTION: Councilmember Damon moved to approve the purchase of one hydraulic PTO pump from Wastequip for \$7,550.00.

SECOND: Councilmember Reynolds

MOTION PASSED: UNANIMOUSLY

5. Discussion and Possible Approval of the Notice of Intent to adopt Ordinance O-26-07; Authorizing the Acquisition of Certain Real Property Located at 37 Main Street, Bisbee, Arizona, commonly known and referred to as the Fair Building; Authorizing the taking of all other actions necessary for the consummation of the transactions contemplated by this ordinance.

Ken Budge, Mayor

This agenda item generated extensive public comment and Council discussion. Multiple speakers addressed the council during the public comment portion specifically for this item to raise their concerns.

Fred Miller argued that the discussion about the fair building had been conducted in closed sessions, depriving the public of opportunity to provide input. He raised concerns about the transfer of the building and misuse of transient room tax funds, citing the Bisbee Restoration Association bylaws that specify funds should be used for acquisition, restoration, and maintenance of museum property, with no mention of rent. He also noted that in case of dissolution, assets must pass to the Cochise County Historical Society and cannot be sold.

Nicole France, representing Bisbee Forward, expressed concern about the community's business prospects and argued that the focus should be on drawing overnight visitors to replenish bed tax funds. She questioned why

this acquisition was being prioritized over establishing a destination marketing organization and suggested the community should work collaboratively on tourism priorities.

Amy Burkert emphasized that smart, dedicated people opposed the action and called for real discourse beyond three-minute public comments. She suggested waiting for input from the new designated marketing organization and city manager before making a 13-year commitment.

Charles Flanagan spoke in support of the proposal, drawing on his experience living in the Netherlands where historical preservation was valued. He emphasized the importance of having a permanent, highly visible visitor center and noted the synergy of having the museum and visitor center together in a beautiful location on Main Street.

Sarah Prochnau questioned why two outgoing council members were making a decision affecting the city for 156 months when they had less than three months remaining in their terms. She contrasted the quick progression of this deal (five months from initial approach) with the over 12-month process for the DMO selection involving 60 business owners.

Lisa Kobach, a CPA with 20 years of experience, criticized the financial analysis as inadequate, calling it "back of the napkin math" that would be rejected in any corporate setting. She questioned revenue projections and noted missing budget items for maintenance and repairs over the 13-year lease term.

During council discussion, Councilmember Reynolds expressed support for the concept but wanted detailed financial projections before voting. She was concerned about economic conditions and their impact on businesses. Mayor Budge responded that exact repair costs couldn't be determined without bidding all projects, and that major repairs would be pursued through grants.

Councilmember Sowid strongly supported the proposal, emphasizing that it would not affect bed tax money and that the building had historical significance for many residents. He argued that having a visitor center with the museum would provide visitors with personal connections to Bisbee's history and that the location would bring more people to Main Street.

Councilmember Cline agreed with Sowid's assessment and emphasized the importance of historical preservation for longtime residents who had contacted her expressing support.

Councilmember Damon supported the proposal, noting feedback from constituents in her ward who wanted to preserve the building's history.

Councilmember Skinner referenced his previous op-ed supporting the acquisition and maintained his position, stating he was not in favor of the convention center alternative.

Councilmember Schumacher acknowledged hearing from qualified people expressing trepidation about the proposal and believed the council should pause the decision.

Mayor Budge defended the process, stating it was not a "backroom deal" and that he had been working on details for months. He emphasized that whether or not they acquired the building, visitor center costs would remain the same, and that the decision needed to be made to include funding in the upcoming budget.

City Attorney Joe Estes explained the ordinance process, clarifying that this was the first reading and would require a second reading at the next council meeting for final adoption.

MOTION: Mayor Budge moved to approve the notice of intent to adopt ordinance O-26-07 authorizing the acquisition of the Fair Building.

SECOND: Councilmember Damon

ROLL CALL VOTE:

AYES: Councilmember Schumacher, Skinner, Damon, Reynolds, Sowid, Cline and Mayor Budge

NAYS: Councilmember Schumacher, and Reynolds

MOTION PASSED: AYES-5 NAYS-2

7. Discussion and Possible Action to establish a policy, or directive, for the City of Bisbee that all real property belonging to, or subject to the control of, the City of Bisbee shall only be used for authorized City purposes and shall not be used as or in connection with a staging area, processing location, or operations base for unauthorized civil law enforcement actions, including civil immigration enforcement.

Lori Reynolds, Councilmember Ward I

Karen Schumacher, Councilmember Ward I

Jenny Druckman spoke during public comment, expressing her desire for the city council to approve an administrative directive requiring the city's permission before ICE uses city property for staging immigration raids. She acknowledged that if the state determines such restrictions are illegal, the community would need to find other ways to protect itself but hoped the council would revisit the item if the attorney general rules such directives are legal.

Councilmember Schumacher explained that the agenda language was similar to what Tucson had passed as a directive but noted that a 1487 complaint had been filed against Tucson on Monday. She agreed with tabling the item pending the attorney general's decision.

Councilmember Reynolds agreed that the item should be tabled until Attorney General Kris Mayes makes a ruling, noting this would provide clearer legal direction for any future action.

Councilmember Skinner suggested that waiting for a legal ruling might allow them to craft a more substantive document with actual enforcement mechanisms.

MOTION: Councilmember Reynolds moved to table the item until Attorney General Kris Mayes has issued a ruling on the matter.

SECOND: Councilmember Schumacher

MOTION PASSED: UNANIMOUSLY

6. Discussion and Possible Direction Regarding Recruitment Timing for City Manager.

Ken Budge, Mayor

Mayor Budge brought this item forward to inform the public that the council was not neglecting the city manager search. He explained that the coming weeks would be extremely busy with charter review, budget hearings running three to four days, and his planned absence from May 6-16 to attend his granddaughter's graduation.

He suggested postponing serious consideration of the city manager recruitment until after mid-May, approximately five weeks away, to avoid adding more meetings and responsibilities during the busy budget period.

Councilmember Schumacher asked about the budgeted salary range for the city manager position, noting it was set at \$125,000 but remembering there had been a range adjustment. The discussion revealed the range had been increased from \$55,000-\$135,000 to \$150,000, and there was concern about whether the budgeted amount would impact their ability to hire qualified candidates. Council agreed to address this during budget discussions.

9. City Manager's Report:

8. Discussion and Possible Approval of a Motion to Go into Executive Session Pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the City Attorney related to 28 Main Street.

Joe Estes, City Attorney

MOTION: Mayor Budge moved to go into executive session.

SECOND: Councilmember Skinner

MOTION PASSED: UNANIMOUSLY

MOTION: Mayor Budge moved to come out of executive session.

SECOND: Councilmember Damon

MOTION PASSED: UNANIMOUSLY

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.):

Mayor Budge stated that, as there was nothing else before this Council this meeting was adjourned.

ADJOURNMENT: 9:11PM

Ken Budge, Mayor



AGENDA ITEM NUMBER 2B

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2026

☒ Regular ☐ Special

DATE ACTION SUBMITTED: April 14, 2026

REGULAR ☐ **CONSENT** ☒

TYPE OF ACTION:

RESOLUTION ☐ **ORDINANCE** ☐ **FORMAL ACTION** ☒ **OTHER** ☐

SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON APRIL 7, 2026, AT 6:00 PM

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on April 7, 2026, at 6:00 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE-ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Nina Williams
Nina Williams,
Deputy City Clerk

Reviewed by: Ashlee Coronado
Ashlee Coronado,
City Clerk

MINUTES

MINUTES OF THE WORK SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, APRIL 7, 2026, AT 6:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 6:00PM.

ROLL CALL

COUNCIL

Councilmember Karen Schumacher, Ward I

Councilmember Peter Skinner, Ward II

Councilmember Trish Damon, Ward III

Mayor Ken Budge

Councilmember Anna Cline, Ward III, Mayor Pro Tempore

Councilmember Mel Sowid, Ward II

6:03PM

Councilmember Lori Reynolds, Ward I

STAFF

Ashlee Coronado, Interim City Manager/City Clerk

Keri Bagley, Finance Director

CITY ATTORNEY

Joseph Estes

THE FOLLOWING ITEM WAS DISCUSSED AT THIS MEETING:

1. Discussion regarding the Fair Building located at 37 Main Street.
Ken Budge, Mayor

Mayor Ken Budge clarified the project had been under consideration since October 2025 and was not rushed. The proposed plan includes a 13-year lease with the Restoration Museum, where the museum keeps 25% of admissions, and pays 75% to the city. Estimated annual revenue was about \$20K–\$23K, with expenses under \$15K, resulting in a modest net gain.

Councilmembers raised concerns about the length of the lease, revenue assumptions, parking enforcement, and economic uncertainty. Suggestions included shortening the lease term and specifying that the use remain a historical museum.

On building condition and safety, an architect's report identified minimal urgent repairs—estimated under \$5,000—with most major restoration work already addressed through grants or eligible for future grant funding. Ongoing maintenance would be handled through the city's capital improvements process.

Debate continued over financial uncertainty, use of general funds vs. bed tax, and whether to move forward now or delay. The decision was time-sensitive due to the budget process, as waiting would postpone consideration for a year.

Mayor Budge stated that, as there was nothing else before this Council this meeting was adjourned.

ADJOURNMENT: 7:00PM

Ken Budge, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2026

☒ Regular ☐ Special

DATE ACTION SUBMITTED: April 14, 2026

REGULAR ☐

CONSENT ☒

TYPE OF ACTION:

RESOLUTION ☐

ORDINANCE ☐

FORMAL ACTION ☒

OTHER ☐

SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON APRIL 13, 2026, AT 5:30 PM

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on April 13, 2026, at 5:30 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE-ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by: Nina Williams
Nina Williams,
Deputy City Clerk

Reviewed by: Ashlee Coronado
Ashlee Coronado,
City Clerk

MINUTES
MONDAY, APRIL 13, 2026

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE COUNTY OF COCHISE, STATE OF ARIZONA, HELD FROM MONDAY, APRIL 13, 2026, THROUGH THURSDAY, APRIL 16, 2026, STARTING AT 5:30PM AT THE COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 5:30PM

ROLL CALL

COUNCIL

Councilmember Karen Schumacher, Ward I

Councilmember Peter Skinner, Ward II

Councilmember Trish Damon, Ward III

Mayor Ken Budge

Councilmember Anna Cline, Ward III, Mayor Pro Tempore Excused

Councilmember Mel Sowid, Ward II Excused

Councilmember Lori Reynolds, Ward I

STAFF

Ashlee Coronado, Interim City Manager/City Clerk

Keri Bagley, Finance Director

Matthew Gurney, Public Works Director

Jim Richardson, Fire Chief

CITY ATTORNEY

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Presentation and Discussion of the Proposed Tentative Budget for Fiscal Year 2026-2027 and Possible Direction to staff for changes to be made prior to formal approval.

Ashlee Coronado, Interim City Manager

Keri Bagley, Finance Director

Ms. Coronado and Ms. Bagley presented and discussed with Council the General Fund Expenditures and Revenues to include the following:

- General Fund Revenue
- General fund Revenue Trends
- General Fund Balance
- General Fund Revenue Over Expense
- General Fund Expenditures by Service Type
- Pension Expense
- General Fund
 - o Taxes
 - o Licenses & Permits
 - o Intergovernmental
 - o Charges for Services
 - o Fines & Forfeitures
 - o Miscellaneous
 - o Contributions & Transfers

- Mayor & Council
- City Manager- Increase salary \$30,000 more to account for a potential need when hiring
- Finance
- City Clerk
- Community Development
- Administration & General Government
- Personnel
- Legal Services
- Water Systems
- Information Systems
- Police Department
- Fire Department
- City Magistrate
- Cemetery
- Building Maintenance
- Public Works Administration
- Public Works Garage
- Building Inspector
- Parks
- Swimming Pool
- Copper Queen Library
- Senior Center
- Contingency

Mayor and Council commented, discussed, gave suggestions, and had questions throughout the proposed draft budget presented, including discussion of increases in specific budget line items. Ms. Coronado, Ms. Bagley, and Department Heads welcomed the Council's comments, discussion, suggestions, and answered questions throughout the presentation.

Mayor Budge stated they will recess until 5:30pm tomorrow (April 14, 2026).

ADJOURNMENT: 7:11PM

Ken Budge, Mayor



AGENDA ITEM NUMBER 20

REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2026

☒ Regular ☐ Special

DATE ACTION SUBMITTED: April 14, 2026

REGULAR ☐

CONSENT ☒

TYPE OF ACTION:

RESOLUTION ☐

ORDINANCE ☐

FORMAL ACTION ☒

OTHER ☐

SUBJECT: APPROVAL OF THE MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL HELD ON APRIL 14, 2026, AT 5:30 PM

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve Minutes

PROPOSED MOTION: I move to approve the Minutes of the Work Session of Mayor and Council held on April 14, 2026, at 5:30 PM

DISCUSSION:

FISCAL IMPACT: N/A

DEPARTMENT LINE-ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by:

Nina Williams

Nina Williams,
Deputy City Clerk

Reviewed by:

Ashlee Coronado

Ashlee Coronado,
City Clerk

MINUTES
TUESDAY, APRIL 14, 2026

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE COUNTY OF COCHISE, STATE OF ARIZONA, HELD FROM MONDAY, APRIL 13, 2026, THROUGH THURSDAY, APRIL 16, 2026, STARTING AT 5:30PM AT THE COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 5:32PM.

ROLL CALL

COUNCIL

Councilmember Karen Schumacher, Ward I	Excused
Councilmember Peter Skinner, Ward II	
Councilmember Trish Damon, Ward III	
Mayor Ken Budge	
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	5:36PM
Councilmember Mel Sowid, Ward II	
Councilmember Lori Reynolds, Ward I	

STAFF

Ashlee Coronado, Interim City Manager/City Clerk
Keri Bagley, Finance Director
Matthew Gurney, Public Works Director
Melanie Greene, Transit Manager
Doug Graeme, Queen Mine Tour Manager
Mike Normand, Construction Project Manager, Camp Naco

CITY ATTORNEY

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Presentation and Discussion of the Proposed Tentative Budget for Fiscal Year 2026-2027 and Possible Direction to staff for changes to be made prior to formal approval.
Ashlee Coronado, Interim City Manager
Keri Bagley, Finance Director

MOTION: Mayor Budge moved to come out of recess.

SECOND: Councilmember Skinner

MOTION PASSED: UNANIMOUSLY

Ms. Coronado and Ms. Bagley continued to present and discuss the draft budget with the Council to include the following:

- Bisbee Bus Fund
- Queen Mine
- Camp Naco
- Government Grants
- Public Safety Fire Grants
- Transportation Grants
- Tourism / Visitor Center

Fred Miller, Bisbee resident, commented and asked questions regarding the Visitor Center and this section of the proposed budget. He requested that the section be renamed the Transit Room Tax Fund, stating that it was an enterprise fund. Mayor and Council welcomed his comments and responded to his questions.

Council continued their discussion on the Tourism / Visitor Center section.

Ms. Coronado and Ms. Bagley continued to present and discuss the draft budget.

- Streets
- Rico Fund
- Bisbee Arts Commission
- Housing Initiative
- Miscellaneous Donations
- Airport
- Police Special Revenues and Grants
- Wastewater
- Public Works Grants
- Miscellaneous Grants
- American Rescue Plan Act (ARPA) Fund
- Debt Service Fund
- Debt Service Wastewater Treatment Plant
- Youth Fund
- Capital Improvements Fund

Mayor and Council commented, discussed, gave suggestions, and had questions throughout the proposed draft budget presented. Ms. Coronado, Ms. Bagley, and Department Heads welcomed the Council's comments, discussion, suggestions, and answered questions throughout the presentation.

Mayor Budge stated that, as there was nothing else before this Council this meeting was adjourned.

ADJOURNMENT: 8:02PM

Ken Budge, Mayor

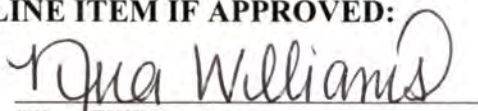
**REQUEST FOR MAYOR & COUNCIL ACTION****Session of: April 21, 2026**☒ Regular ☐ Special**DATE ACTION SUBMITTED:** April 14, 2026**REGULAR** ☒**CONSENT** ☐**TYPE OF ACTION:****RESOLUTION** ☐**ORDINANCE** ☐**FORMAL ACTION** ☒**OTHER** ☐**SUBJECT:** Approval of a Park Facility and Right of Way Use Permit for the use of several low-traffic city roads in San Jose for the Rattler Run 5K Fun Run on Saturday, April 25, 2026, from 8:00am to 12:00pm (noon).**FROM:** Ashlee Coronado, City Clerk**RECOMMENDATION:** Approve Right of Way Permit**PROPOSED MOTION:** I move to approve the park facility and right of way use permit for the use of several low-traffic city roads in San Jose for the Rattler Run 5K Fun Run on Saturday, April 25, 2026, from 8:00am to 12:00pm (noon).**DISCUSSION:**

Taryn Smith, Community Montessori School of Bisbee, Board President submitted a park facility and right of way use permit for the use of several low-traffic city roads in San Jose (see attached map) for the Rattler Run 5K Fun Run on Saturday, April 25, 2026, from 8:00am to 12:00pm (noon).

Staff has reviewed the permit and recommends approval.

A \$50.00 refundable deposit is required.

FISCAL IMPACT: \$25.00**DEPARTMENT LINE-ITEM ACCOUNT:** 10-34-10880**BALANCE IN LINE ITEM IF APPROVED:** N/A**Prepared by:**


Nina Williams,
Deputy City Clerk

Reviewed by:


Ashlee Coronado,
City Clerk



Public Works / Park & Recreations Department
118 Arizona Street -Bisbee, AZ 85603-(520) 432-6002
LValdez@BisbeeAZ.gov

PERMIT NO:

13-26

**City of Bisbee Park, Facility and Right-of-Way Use Permit
Special Event License Application**

This application must be returned to the Public Works Department no less than 45 days before the scheduled event. Application will NOT be considered without required paperwork.

APPLICANT INFORMATION:

Date: March 31, 2026

Name and Title (If Applicable): Taryn Smith, Board President

Organization Name (If Applicable): Community Montessori School of Bisbee

Applicant or Organization Mailing Address 1900 S Naco Hwy, Bisbee, AZ 85603

Phone: Contact Name and Phone # during event: Taryn Smith 970-403-7025

Email Address: tarynsmith1144@gmail.com

☒ **Insurance:** Events held on City Property are required to include a certificate of insurance of one million dollars (\$1,000,000) minimum for high risk functions and appropriate endorsements naming the City of Bisbee as additional insured. Applicant's policy is primary.

EVENT INFORMATION:

Event Name: Rattler Run 5K Fun Run

Expected Attendance: 150

Event Date(s): April 25, 2026

Start Time: 8:00 AM

End Time: 12:00 PM

Event Location and Address: 519 W Melody Lane, Bisbee, AZ 85603

Will you be serving food? Yes ☐ / No ☒ If yes, a copy of the Cochise County Health Department Certificate **MUST** accompany this application otherwise this permit will not be accepted

Description of Event and Activities (If more space is needed attach a separate sheet):

A community-centered 5K run/walk hosted by Community Montessori School of Bisbee (CMS). The event is free and open to the public, promoting health, wellness, and community connection in a family-friendly environment. The course primarily utilizes approved county trails, with limited use of low-traffic city roads, and will be supported by CMS board and volunteers. A proposed route is included with this application.

SERVICES REQUESTED FROM THE CITY OF BISBEE:

☐ General Electricity Access (City, Lower Vista & Grassy Parks Only) \$25.00

☐ Band Shell (City Park) \$75.00

☐ Generators are PERMITTED... All Jumping Castles must have insurance and generators

☐ Beer Permit (Non-Commercial permits only) \$25.00

☐ Police: Escorts, Security, Road Closures, Redirecting of Traffic: \$40.00 per day per vehicle+ Employee OT Rate and ERE's

☐	Parks/ Public Works Personnel \$30.00/ hr. per person
☐	Water Access- Parks \$25.00
☐	No Parking Signs, access to facility/ band shell/ restrooms etc. \$5.00 per sign Note: Road Closed Signs/ Barriers must be supplied by Applicant.
☐	Operations Plans \$100 minimim (personnel hours including ERE's)
CONDITIONS APPLICANT MUST MEET THAT ARE REQUIRED BY THE CITY OF BISBEE :	
☒	\$25.00 non-commercial or ☐ \$120.00 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.
☐	Business License/ Special Event License fee of <u>\$41.14</u> must be paid before permit is processed- where there is a promotor sub-letting booth space to vendors, the promotor will pay a fee of <u>\$41.14</u> and <u>\$6.24</u> per vendor per day (must be submitted prior to the event). The promotor 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 promotor and all vendors via their State tax forms.
☐	County Health Department Food Permit must be attached If serving food or having food vendors. Health Department can be contacted at 520-432-9400 for more information (This is not a food handler's certificate).
☐	Special Event Liquor License Application submitted to the City Clerk's 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 alcohol beverages must be approved by the City Council.
☒	Copy of flyers or promotional material associated with this event. Attached
NOTES:	
1.) THERE IS NO WATER USAGE AT ANY PARK AT ANY TIME.	
2.) NO PARTY OF MORE THAN 50 PEOPLE, MAY NOT TAKE PLACE WITHOUT THE APPROPRIATE PERMITS.	
TOTAL FEES: TOTAL ADDED FEES: TOTAL SUBMITTED:	
SPECIAL EVENT PERMIT AGREEMENT AND ACKNOWLEDGEMENT	
Applicant shall indemnify, defend, save and hold harmless the City of Bisbee and its officers, officials, agents and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorney's fees, and costs of claim processing, investigation and litigation) for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused in whole or in part, by the negligent or willful acts or omissions of Applicant or any of its owners, officers, directors, agents, employees, subcontractors or invitees. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of Applicant to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Applicant from and against any and all claims. It is agreed that Applicant will be responsible for primary loss investigation, defense and judgement costs where this indemnification is applicable. In consideration of permission to hold the event, Applicant agrees to waive all rights of subrogation against the City, its officers, officials, agents and employees for losses arising out of or resulting from the event. The City reserves the right to refuse installation of amusements or facilities that violate safety regulations. If Applicant is acting on behalf of an organization, Applicant certifies that he/she is an authorized officer of the Applicant or the agent of the organization, is	

acting on the organization's behalf, and is duly authorized to execute this Agreement and Acknowledgement on the organization's behalf. Applicant further certifies that he/she has read and understands all the terms of this Agreement and Acknowledgement, agrees that the Applicant shall be bound by its terms and conditions, and is of lawful age and legally competent to sign this Agreement and Acknowledgement. The City's issuance of a special event permit shall constitute a written agreement or contract between the City and Applicant for purposes of insurance requirements. Applicant agrees to the payment of all non-refundable and refundable fees specified in this document unless otherwise authorized by the Public Works Department. Applicant further acknowledges that depending upon the nature and location of the Applicant's special event, additional permits may be required. The City reserves the right to withhold clean/damage deposits depending on the condition of the facility when the permit expires.

PERMIT HOLDER INITIALS TA DATE: 4/6/2026

FOR CITY USE ONLY Jay Ritchie
Jay Ritchie (Apr 7, 2026 12:17:23 PDT)

Police Department Approval ☒ Yes ☐ No Initials _____ Date 4/7/2026 (m)

Remarks discussed the location on the event Course where we recommended police or ranger locations. PR was going to reach out to rangers prior to requesting PD Assistance.

Public Works Approval ☒ Yes ☐ No Initials CP Date 4/6/26

Remarks _____

Fire Department Approval ☒ Yes ☐ No Initials KP Date 4-6-26

Remarks _____

COUNCIL ACTION: Approve ☐ Deny ☐ Mayor's Signature _____ Date _____

With conditions as noted:

Julie Delk
Julie Delk (Apr 7, 2026 12:26:37 PDT)

PERMIT HOLDER INITIALS TA DATE: 4/6/2020.

Police Department Approval Yes No Initials _____ Date _____
 Remarks _____

Public Works Approval Yes No Initials LED Date 4/6/26
Remarks _____

Fire Department Approval ☒ Yes ☐ No Initials KP Date 4-6-26

Remarks _____

COUNCIL ACTION: Approve ☐ Deny ☐ Mayor's Signature _____ Date _____

With conditions as noted:



NOTE:

SHOW DIMENSIONS, SERVING AREAS, AND LABEL TYPE OF ENCLOSURE AND SECURITY POSITIONS.

SHOW NEAREST CROSS STREETS, HIGHWAY, OR ROAD IF LOCATION DOESN'T HAVE AN ADDRESS.

PARK, FACILITY AND SPECIAL EVENT FEES

	SPECIAL EVENT PROMOTER (PER-DAY)	\$41.14
	SPECIAL EVENT VENDOR (PER-DAY)	\$6.24
	POLICE OFFICER / PERSONNEL / POLICE UNIT	\$40.00 per day, per vehicle +employee OT rate and ERE's
X	PERMIT FEE NON-COMMERCIAL	\$25.00
	PERMIT FEE COMMERCIAL	\$120.00
X	REFUNDABLE DEPOSIT	\$50.00
	BEER PERMIT NON-COMMERCIAL ONLY	\$25.00
	WATER ACCESS-PARKS	\$25.00
	ELECTRICITY ACCESS- PARKS	\$25.00
	ELECTRICITY ACCESS BANDSHELL (CITY PARK)	\$75.00
	PARKS-PUBLIC WORKS PERSONNEL	\$30.00/HR. PER PERSON
	DUMPSTER 1 DAY	\$150.00 EACH
	DUMPSTER PICK UP AFTER HOURS	\$125.00 EACH
	DUMPSTER PICK UP HOLIDAY & WEEKENDS	\$125.00 EACH
	TRASH CART RENTAL	\$25.00 EACH
	"NO PARKING" SIGNS	\$5.00 PER SIGN
	OPERATIONS PLAN	\$100 MINIMUM (PERSONNEL HOURS INCLUDING ERE'S)
	POOL RENTAL	\$30.00/PER HR, 2 HR MINIMUM
	POOL BUILDING RENTAL	\$100.00
	LIFEGUARD	\$30.00/ PER HR EMPLOYEE, 2 GUARD MINIMUM

Maps



Restaurants

Hotels

Things to do

Museums

Transit





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2026

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 have ADDITIONAL INSURED provisions or 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 Slater & Associates Insurance, Inc. PO Box 1469 Tualatin OR 97062-1469		CONTACT NAME: Rachael Astleford PHONE (A/C, No, Ext): (503) 624-0466 FAX (A/C, No): (503) 624-0846 E-MAIL ADDRESS: rachael@slaterinsurance.com	
INSURED Community Montessori School of Bisbee, Inc 1900 S Naco Hwy Bisbee AZ 85603		INSURER(S) AFFORDING COVERAGE INSURER A: Markel Insurance Company INSURER B: Wesco Insurance Company / AmTrust INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 38970 25011	

COVERAGES**CERTIFICATE NUMBER:** 25GL/Auto/WC**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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	Y		CCP20002331-13	09/01/2025	09/01/2026	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	☒ Prof. Liability - \$1MM Occurrence						MED EXP (Any one person) \$ 10,000
	☒ Prof. Liability - \$3MM Aggregate						PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 3,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 3,000,000
	OTHER:						Med Pay to Children \$ 5,000
A	AUTOMOBILE LIABILITY			CCA27007-02	09/01/2025	09/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
☒ \$1000 Comp ☒ \$1000 Coll							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$
	DED ☐ RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N Y	N/A	WES3802315	09/10/2025	09/10/2026	PER STATUTE ☐ OTH-ER ☐
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Sexual Abuse / Molestation			CCP20002331-13	09/01/2025	09/01/2026	Per Occurrence \$100,000
							Aggregate \$300,000

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

Additional Insured RE: 5K Fundraising Event on 04/25/26 to be held at Cochise County - Pavilion at 519 & 1415 W Melody Lane, Bisbee AZ 85603.

CERTIFICATE HOLDER**CANCELLATION**

City of Bisbee 118 Arizona Street Bisbee AZ 85603	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 Rachael E. Astleford
---	---

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RATTLER RUN 5K-FUN RUN
SAN JOSE STREETS
APRIL 25, 2026
PERMIT #13-26

Permit Fee	\$ 25.00
------------	----------

Total	\$ 25.00
-------	----------

Deposit	<u>\$ 50.00</u>
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**REQUEST FOR MAYOR & COUNCIL ACTION**Session of: April 21, 2026☒ Regular ☐ SpecialDATE ACTION SUBMITTED: April 14, 2026REGULAR ☐ CONSENT ☒

TYPE OF ACTION:

RESOLUTION ☐ ORDINANCE ☐ FORMAL ACTION ☒ OTHER ☐

SUBJECT: Approval of an Application for a Temporary Extension of Premises/Patio Permit submitted by Electric Brewing for an event to be held at 1326 W. Highway 92 #8 Bisbee, Arizona on Sunday, August 16, 2026, from 12:00pm (Noon) to 7:00pm; Joseph Fredrickson, Applicant.

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve the Extension of Premises/Patio Permit

PROPOSED MOTION: I move to approve the application for a Temporary Extension of Premises/Patio Permit submitted by Electric Brewing for an event to be held at 1326 W. Highway 92 #8 Bisbee, Arizona on Sunday, August 16, 2026, from 12:00pm (Noon) to 7:00pm; Joseph Fredrickson, Applicant.

DISCUSSION:

Ms. Fredrickson has requested approval of an application for an Extension of Premises/Patio Permit for Electric Brewing for an event to be held at 1326 W. Highway 92 #8, Bisbee, AZ on Sunday, August 16, 2026, from 12pm (noon) to 7pm.

The extended area will be clearly marked with caution tape and signs; it has limited entries. Employees will continuously monitor the area.

FISCAL IMPACT: N/A**DEPARTMENT LINE-ITEM ACCOUNT:** N/A**BALANCE IN LINE ITEM IF APPROVED:** N/A

Prepared by:

Nina Williams
Nina Williams
Deputy City Clerk

Reviewed by:

Ashlee Coronado
Ashlee Coronado
City Clerk



TEMPORARY EXTENSION OF PREMISES/PATIO PERMIT

A non-refundable \$100 fee will apply

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

DLLC USE ONLY

Job #:

Date Accepted:

CSR:

APPLICATION DUE TO THE LOCAL GOVERNING BODY 60 DAYS BEFORE DELIVERY TO THE DEPARTMENT OF LIQUOR
APPLICATION MUST BE SUBMITTED TO THE DEPARTMENT OF LIQUOR 30 DAYS PRIOR TO FIRST SCHEDULED DATE

A.R.S. § 4-207.03

License#: 003020011936

- Agent Name: Fredrickson Joseph Charles
Last First Middle
- Business Name: Electric Brewing LC
- Business Location Address: 1326 W Highway 92 Suite 8 Bisbee AZ 85603
Street City State Zip Code
- Business Phone Number: 1-520-800-4210 Contact Phone Number: 1-520-456-7830
- Mailing address: 1326 W Highway 92 Suite 8 Bisbee AZ 85603-1151
Street City State Zip Code
- Email Address: natalie@electricbrewing.com
- Specific purpose for change: Outdoor music events
- Does this extension bring your premises within 300 feet of a school? ☐ Yes ☒ No

Dates of the Temporary Extension – Must not exceed 6 months.

Date	Day of Week	Start Time	End Time
<u>8/16/2026</u>	<u>Sunday</u>	<u>12:00 pm</u>	<u>7:00 pm</u>

(Attach additional sheet if necessary)

MODIFICATIONS TO DATES AND TIMES ONLY, USING THE SAME EXTENDED DIAGRAM OF PREMISES, ARE ALLOWED.
REQUIRES A 10 DAY ADVANCE NOTICE TO THE DEPARTMENT OF LIQUOR FOR APPROVAL.

REQUIRED ATTACHMENTS

1. MUST submit a security plan and identify security measures that will be implemented in order to:

- Provide for the safety of the patrons.
- Ensure anyone under legal drinking age does not purchase, possesses, or consume alcohol.
- Prevent unauthorized removal of alcohol from the extended premises.
- Prevent unauthorized carrying of alcohol onto the extended premises.

2. MUST attach a diagram, clearly depicting your licensed premises along with the new extended area,
If the extended area is not outlined and marked "extension" we cannot accept the application.

BARRIER

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

☐ Approval ☐ Disapproval by DLLC: _____

SIGNATURE

Declaration:

I, (Print Name) Natalie Fredrickson, declare under penalty of perjury that I am authorized to submit this application. I have read the contents of this application, and to the best of my knowledge believe all statements made on this application to be true, correct and complete.

Natalie Fredrickson
Signature

GOVERNING BOARD

After completion, and at least 60 days BEFORE submitting to the Department of Liquor, please take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.

Date Received: <u>4-7-2026</u>	Agency: _____
Decision Date: _____	Title: _____
☐ Approval	☐ Disapproval

Authorized Signature: _____ Date: _____

DLLC USE ONLY

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

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

Electric brewing temporary extension of premises Security Plan

The extended area will be clearly marked with caution tape and signs. It also has limited entries.

Employees will continuously monitor the area.

All beer and soda is sold inside at the bar.

Bartenders card to prevent underage drinking of beer.

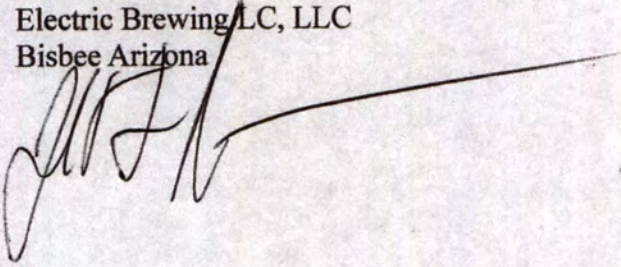
We do make and sell our own soda and allow children with an accompanying adult to purchase sodas.

Joseph Fredrickson

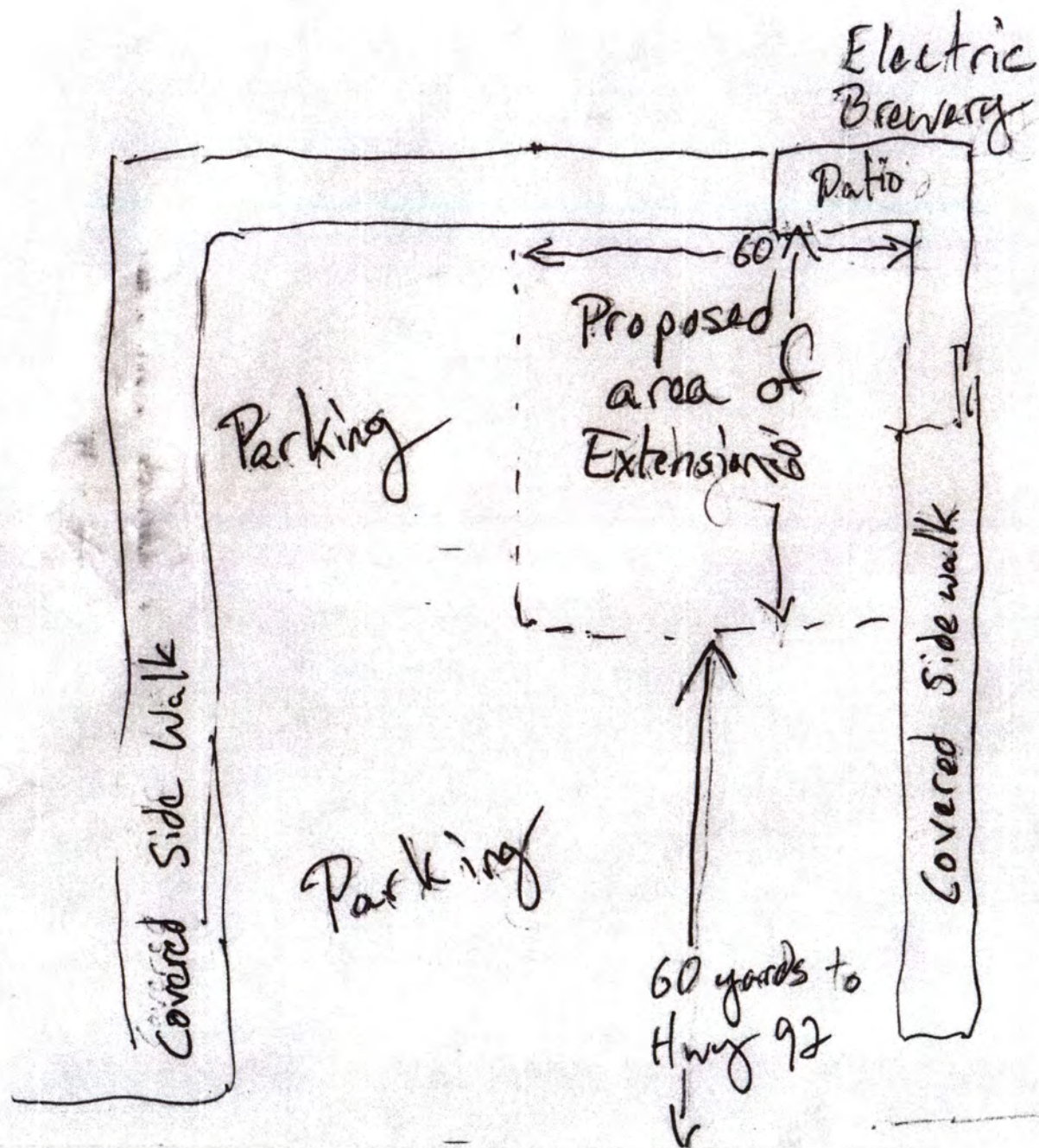
Brewer/owner

Electric Brewing LC, LLC

Bisbee Arizona



Not to scale





REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 21, 2026

☒ Regular ☐ Special

DATE ACTION SUBMITTED: April 14, 2026

REGULAR ☒ **CONSENT** ☐

TYPE OF ACTION:

RESOLUTION ☐ **ORDINANCE** ☐ **FORMAL ACTION** ☒ **OTHER** ☐

SUBJECT: Presentation by the National Honor Society and the Key Club regarding the Recycling Awareness Program and Requesting the City take steps to promote awareness of the Recycling Program.

FROM: Trish Damon, Councilmember Ward III

RECOMMENDATION: At Mayor and Council's Discretion

PROPOSED MOTION: At Mayor and Council's Discretion

DISCUSSION:

They are asking the city to take steps to advertise the Recycling options on an ongoing basis and that the city put up a "Recycling Center" sign at Tovreaville Road.

FISCAL IMPACT:

DEPARTMENT LINE-ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared by: Nina Williams
Nina Williams
Deputy City Clerk

Reviewed by: Ashlee Coronado
Ashlee Coronado,
Interim City Manager

**REQUEST FOR MAYOR & COUNCIL ACTION**Session of: April 21, 2026☒ Regular ☐ SpecialDATE ACTION SUBMITTED: April 14, 2026REGULAR ☒ CONSENT ☐

TYPE OF ACTION:

RESOLUTION ☐ ORDINANCE ☐ FORMAL ACTION ☒ OTHER ☐**SUBJECT: Public Hearing and Discussion and Possible Approval of a Liquor License Application for Cantina Milagro located at 600 Romero Street, Bisbee, AZ; Michael Raymond Kaffer Jr., Applicant.****FROM: Nina Williams, Deputy City Clerk****RECOMMENDATION: Approve the Liquor License Application****PROPOSED MOTION: I move to approve the Liquor License Application for Cantina Milagro located at 600 Romero Street, Bisbee, AZ; Michael Raymond Kaffer Jr., Applicant.****DISCUSSION:**

Mr. Michael Raymond Kaffer Jr. has submitted a Liquor License Application for Cantina Milagro located at 600 Romero Street, Bisbee, AZ. The license series type is 006 Bar.

The application was posted in accordance with state and local laws.

There has been no written communication from the members of the public that either support or oppose this application.

FISCAL IMPACT: \$250.00**DEPARTMENT LINE-ITEM ACCOUNT: 10-32-10640****BALANCE IN LINE ITEM IF APPROVED: N/A**

Prepared by:

Nina Williams
Nina Williams,
Deputy City Clerk

Reviewed by:

Ashlee Coronado
Ashlee Coronado,
Interim City Manager



Local Governing Body Recommendation A.R.S. § 4-201(C)

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

City or Town of: _____ Liquor License/Application #: _____
(Circle one) (Arizona license/application #)

County of: _____ City/Town/County #: _____

Licensed establishment that will be operating within an "entertainment district" as described in A.R.S. § 4-207(D)(2),

(Name of entertainment district)

(Date of resolution to create the entertainment district)

A boundary map of entertainment district must be attached.

The _____ at a _____ meeting held
(Governing body) (Regular or special)

on the _____ of _____, _____ considered the application of _____
(Day) (Month) (Year) (Name of applicant)

for a license to sell spirituous liquor at the premises described in the application as provided by A.R.S. § 4-201.

ORDER OF APPROVAL/DISAPPROVAL

IT IS THEREFORE ORDERED that the license APPLICATION OF _____
(Name of applicant)

to sell spirituous liquor of the class and in the manner designated in the application, is hereby recommended

for _____
(Approval, disapproval, or no recommendation)

TRANSMISSION OF ORDER TO STATE

IT IS FURTHER ORDERED that a certified copy of this order be immediately transmitted to the State Department of Liquor, License Division, 800 W Washington, 5th Floor, Phoenix, Arizona 85007.

Dated at _____ on _____, _____
(Location) (Day) (Month) (Year)

(Printed name of city, town or county clerk)

(Signature of city, town or county clerk)

State of Arizona
Department of Liquor Licenses and Control

Created 03/19/2026 @ 07:27:31 AM

Local Governing Body Report

LICENSE

Number: 06020026 Type: 006 BAR
Name: CANTINA MILAGRO
State: Pending
Issue Date: Expiration Date: 06/30/2026
Original Issue Date: 03/30/1984
Location: 600 ROMERO STREET
 BISBEE, AZ 85603
 USA
Mailing Address: [REDACTED]
Phone: (520)686-9954
Alt. Phone: [REDACTED]
Email: ADMIN@AATF-AZ.COM

Mixed Cocktails To Go Privilege Leased to License 12072019

Currently, this license has pending applications.

AGENT

Name: MICHAEL RAYMOND KAFFER JR
Gender: Male
Correspondence Address: [REDACTED]
Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: ADMIN@AATF-AZ.COM

OWNER

Name: RV AVIATION CONSULTING SERVICES LLC
Contact Name: MICHAEL RAYMOND KAFFER JR
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: 23350704 State of Incorporation: AZ
Incorporation Date: 03/22/2022
Correspondence Address: [REDACTED]
Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: ADMIN@AATF-AZ.COM

60th Day
5-18-2026

Officers / Stockholders

Name:
REYNALDO VARGAS

Title:
Member

% Interest:
100.00

**RV AVIATION CONSULTING SERVICES LLC -
Member**

Name: REYNALDO VARGAS
Gender: Male
Correspondence Address:

Phone:
Alt. Phone:
Email:



MANAGERS

Name: REYNALDO VARGAS
Gender: Male
Correspondence Address:

Phone:
Alt. Phone:
Email:



APPLICATION INFORMATION

Application Number: 388748
Application Type: Owner Transfer
Created Date: 03/06/2026

QUESTIONS & ANSWERS

006 Bar

- 1) Are you applying for an Interim Permit (INP)?
Yes
What date are you taking ownership? Please upload the Interim Permit Notary page when you reach the upload page.
- 7) Did the Premises phone number change?
Yes
What is the new phone number?
520-686-9954
- 11) Provide name, address, and distance of nearest school. (If less than one (1) mile note footage)
BISBEE HIGH SCHOOL 325 SCHOOL TERRACE RD BISBEE AZ 85603
3,110 FEET
- 12) Are you one of the following? Please indicate below.
Property Tenant
Sub-tenant
Property Owner
Property Purchaser
Property Management Company
TENANT
- 13) Is there a penalty if lease is not fulfilled?
Yes
What is the penalty?
TERMINATION OF LEASE, % OF INVESTMENT REFUNDED.
- 14) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
0
- 15) Is there a drive through window on the premises?
No
- 16) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
CONTIGUOUS
- 17) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
Yes
If yes, what is your estimated completion date?
03/21/2026
- 18) Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only)
0

State of Arizona
Department of Liquor Licenses and Control

Created 03/19/2026 @ 07:20:43 AM

Local Governing Body Report

LICENSE

Number:	INP020037588	Type:	INP INTERIM PERMIT
Name:	CANTINA MILAGRO		
State:	Active		
Issue Date:	03/19/2026	Expiration Date:	06/19/2026
Original Issue Date:	03/19/2026		
Location:	600 ROMERO STREET BISBEE, AZ 85603 USA		
Mailing Address:			
Phone:	(520)686-9954		
Alt. Phone:			
Email:	ADMIN@AATF-AZ.COM		

AGENT

Name:	MICHAEL RAYMOND KAFFER JR
Gender:	Male
Correspondence Address:	
Phone:	
Alt. Phone:	
Email:	ADMIN@AATF-AZ.COM

OWNER

Name:	RV AVIATION CONSULTING SERVICES LLC		
Contact Name:	MICHAEL RAYMOND KAFFER JR		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	23350704	State of Incorporation:	AZ
Incorporation Date:	03/22/2022		
Correspondence Address:			
Phone:			
Alt. Phone:			
Email:	ADMIN@AATF-AZ.COM		

Officers / Stockholders

Name:
REYNALDO VARGAS

Title:
Member

% Interest:
100.00

RV AVIATION CONSULTING SERVICES LLC - Member

Name: REYNALDO VARGAS
Gender: Male
Correspondence Address:

Phone:
Alt. Phone:
Email:



MANAGERS

Name: REYNALDO VARGAS
Gender: Male
Correspondence Address:

Phone:
Alt. Phone:
Email:



APPLICATION INFORMATION

Application Number: 388749
Application Type: New Application
Created Date: 03/06/2026

QUESTIONS & ANSWERS

INP Interim Permit

- 1) Enter License Number currently at location
06020026
- 2) Is the license currently in use?
No
How long has it been out of use?
01/01/2026
- 3) Submit the interim permit section of the license series application you are applying for when you reach the upload page.
Yes
A Document of type INTERIM NOTARY PAGE is required.

SECTION 5 - Person to Person Transfer
ARS§4-203(C), (D), (G) (Current owner information)

26 MAR 6 PM 4:25 AZD LLC

1. License #: 06020026
2. Agent Name: Jared Michael Repinski
3. Entity Name: Dave Wiseman LLC
4. Business Name: Double P Roadhouse
5. Business Address: 600 Romeo Street, Bisbee, Arizona 85603
6. Does current licenses intend to operate the business while this application is pending? ☐ Yes ☒ No
- Print Licensee Name: Peggy Wiseman Signature: Peggy Wiseman

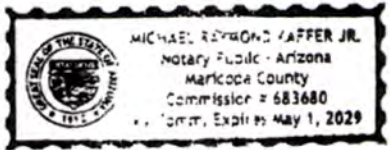
SECTION 6 - Location Transfer
ARS§4-203(C), (D), (G) (Current owner information)

1. License #: _____
2. Current Business: Name: _____
Address: _____
3. New Business: Name: _____
Address: _____

SECTION 7 - Interim Permit

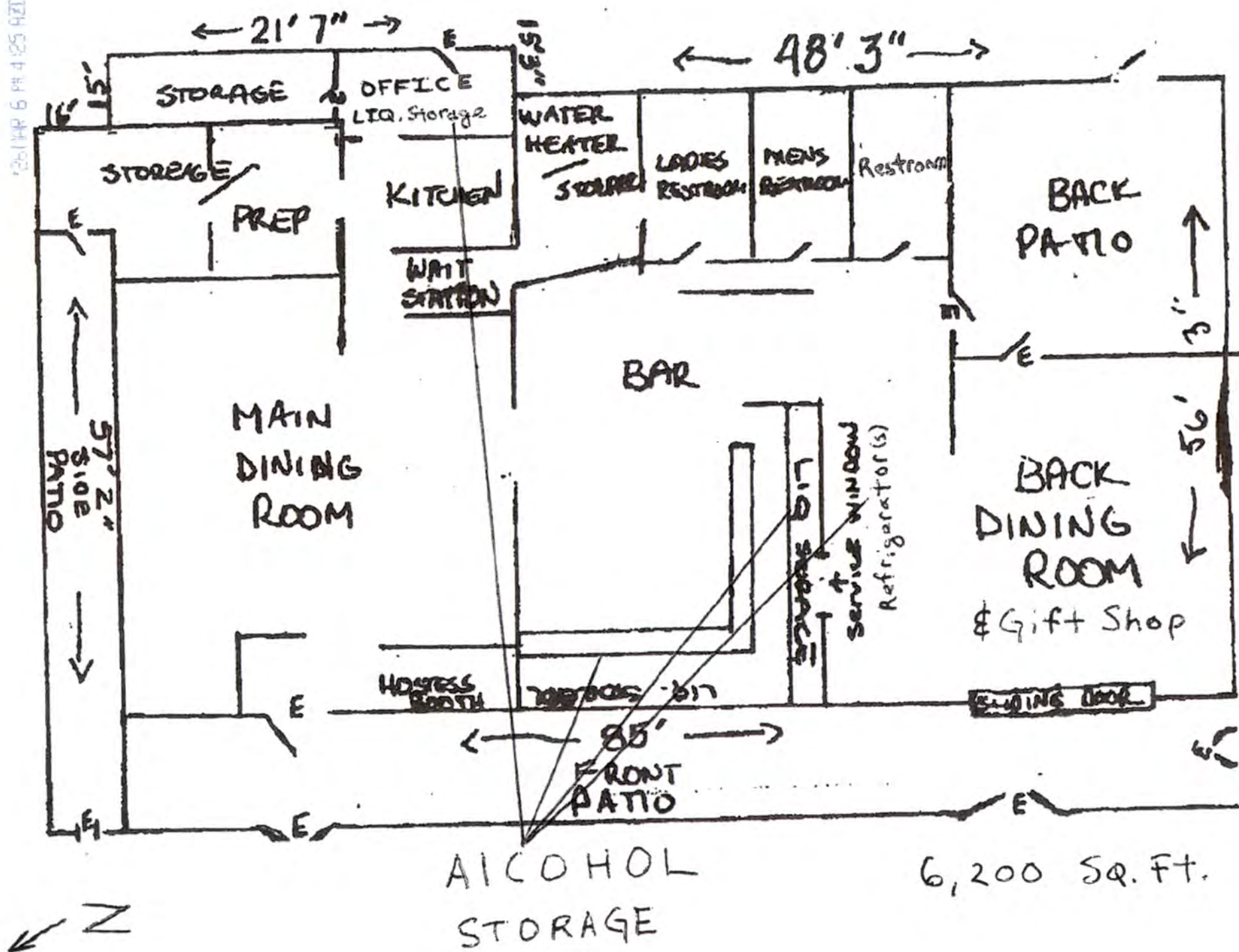
1. Current license number at the location: 06020026 2. Is the license currently in use? ☐ Yes ☒ No
2. If **NOT** currently in use, how long has it been since the license was last used at this location? 1-1-2026

Current Licensee Name: <u>JARED MICHAEL REPINSKI</u> Signature: <u>[Signature]</u>	
State of <u>Arizona</u>	
County of <u>Maricopa</u>	
Signed before me on this <u>2nd</u> day of <u>march</u> , 20 <u>26</u>	
Notary Signature <u>Michael R. Kaffer</u>	
My commission expires on <u>1st</u> day of <u>may</u> , 20 <u>29</u>	



Notary Seal

201 MAR 6 PM 4:25 AZTL



NOTICE

APPLICATION TO SELL ALCOHOLIC BEVERAGES

DATE POSTED: MARCH 19th. 2026

A HEARING ON A LIQUOR LICENSE APPLICATION SHALL BE HELD BEFORE THE

City of Bisbee Mayor & Council

PLACE 118 Arizona Street DATE/TIME April, 21st 2026 / 7:00 PM

HEARING DATES SUBJECT TO CHANGE, TO VERIFY CALL: (520) 432-6000

THE LOCAL GOVERNING BODY WILL RECOMMEND TO THE STATE LIQUOR BOARD WHETHER THE BOARD SHOULD GRANT OR DENY THE LICENSE. THE STATE LIQUOR BOARD MAY HOLD A HEARING TO CONSIDER THE RECOMMENDATION OF THE LOCAL GOVERNING BODY. ANY PERSON RESIDING OR OWNING OR LEASING PROPERTY WITHIN A ONE-MILE RADIUS MAY CONTACT THE STATE LIQUOR BOARD IN WRITING TO REGISTER AS A PROTESTER. TO REQUEST INFORMATION REGARDING PROCEDURES BEFORE THE BOARD AND NOTICE OF ANY BOARD HEARINGS REGARDING THIS APPLICATION, CONTACT THE **STATE LIQUOR BOARD:** 800 W. WASHINGTON, 5TH FLOOR, PHOENIX, AZ. 85007 (602) 542-9789

INDIVIDUALS REQUIRING ADA ACCOMMODATIONS CALL - LOCAL GOVERNING BODY: (520) 432-6000 STATE LIQUOR DEPT: (602) 542-9789

POST ONE COPY OF THE APPLICATION FORM BELOW THIS NOTICE.



POSTING

Job#

DLLC use only

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

Date of Posting: 03, 19, 2026

Date of Posting Removal: 4, 14, 26.

Applicant's Name: Kaffer Jr. Michael Raymond
Last First Middle

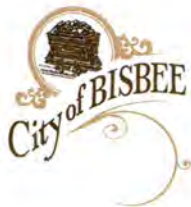
Business Address: 600 Romero Street Bisbee, AZ 85603
Street City Zip

I hereby certify that pursuant to A.R.S. 4-201, I posted notice in a conspicuous place on the premises proposed to be licensed by the above applicant and said notice was posted for at least twenty (20) days.

D. Snyder CSO 520-432-6000
Print Name of City/County Official Title Phone Number

[Signature] 7152 3/19/26.
Signature Date Signed

Return this affidavit with your recommendations or any other related documents.
If you have any questions please call (602) 542-5141 and ask for the Licensing Division.

**REQUEST FOR MAYOR & COUNCIL ACTION**Session of: **April 21, 2026**☒ Regular ☐ Special**DATE ACTION SUBMITTED:** April 14, 2026**REGULAR** ☒**CONSENT** ☐**TYPE OF ACTION:****RESOLUTION** ☐**ORDINANCE** ☐**FORMAL ACTION** ☒**OTHER** ☐**SUBJECT:** Discussion and Possible Approval of a Property Lease Agreement between Bisbee Unified School District No. 2 and the City of Bisbee for the property located at 519 Melody Lane, Bisbee, Arizona 85603.**FROM:** Ken Budge, Mayor**RECOMMENDATION:** Approve**PROPOSED MOTION:** I move that we approve the Property Lease Agreement between Bisbee Unified School District No. 2 and the City of Bisbee for the property located at 519 Melody Lane, Bisbee, Arizona 85603.**DISCUSSION:**

The proposed lease agreement between Bisbee Unified School District No. 2 and the City of Bisbee for use of the property at 519 Melody Lane. The lease outlines a 30-year term with an option to renew, annual rent of \$1.00, and assigns responsibility for maintenance, utilities, and improvements to the City. Provisions include permitted use, insurance requirements, liability, and conditions for default or termination.

FISCAL IMPACT:**DEPARTMENT LINE-ITEM ACCOUNT:****BALANCE IN LINE ITEM IF APPROVED:****Prepared by:**Nina Williams
Deputy City Clerk**Reviewed by:**Ashlee Coronado,
Interim City Manager

AGENDA ITEM NUMBER 6**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: April 21, 2026

☒ Regular ☐ SpecialDATE ACTION SUBMITTED: April 14, 2026REGULAR ☒ CONSENT ☐

TYPE OF ACTION:

RESOLUTION ☐ ORDINANCE ☐ FORMAL ACTION ☒ OTHER ☐

SUBJECT: Discussion and Possible Direction on the petition received from Downtown Bisbee Business Owners regarding the relocation of the Visitor Center to the Bisbee Convention Center for a three-year term at \$200.00 per month.

FROM: Ken Budge, Mayor

RECOMMENDATION: At Mayor and Council's Discretion

PROPOSED MOTION: At Mayor and Council's Discretion

DISCUSSION:

The Downtown Bisbee Business Owners submitted a petition on March 11, 2026, requesting the relocation of the Visitor Center to the Bisbee Convention Center for a three-year term at \$200.00 per month.

Mayor and Council are required to hear all petitions within three Council meetings.

FISCAL IMPACT:**DEPARTMENT LINE-ITEM ACCOUNT:****BALANCE IN LINE ITEM IF APPROVED:**

Prepared by:

Nina Williams
Nina Williams
Deputy City Clerk

Reviewed by:

Ashlee Coronado
Ashlee Coronado,
Interim City Manager

RECEIVED

MAR 11 2026

DATE TAKEN OUT: 3-4-2026

City Clerk's Office
City of Bisbee**PETITION TO THE MAYOR AND CITY COUNCIL**

I/We, Petition the Mayor and the City Council of the City of Bisbee because:

We, the undersigned downtown Bisbee business owners, respectfully urge the City to locate the visitors center within the Bisbee Convention Center. The Convention Center already offers ADA compliant restrooms, infrastructure and accessibility needed to serve visitors (State Problem) effectively in a prime and central location, making it the most practical and fiscally responsible choice.

ACTION DESIRED

I/We would like the Mayor and Council to consider taking the following action(s):

Discussion and possible motion to relocate the Visitors Center to the Bisbee Convention Center for a term of 3 years at \$200 per month.

(State Possible Solution to Problem. Be SPECIFIC.)

THIS PETITION WILL BE CONSIDERED AND ANY ACTION WILL BE TAKEN WITHIN THREE REGULAR CITY COUNCIL MEETINGS.

DATE	SIGNATURE	PRINTED NAME	ADDRESS
3-5-26		John Allen	[REDACTED]
3-5-26		Joe Br	[REDACTED]
3-6-26		KRISTINE	[REDACTED]
3-6-26		SARAH PROCHNAU	[REDACTED]
3/6/26		MARK GRAY	[REDACTED]
3/6/26		LEE NICOLE FRANK	[REDACTED]
3-6-26		ANDREA MITCHELL	[REDACTED]
3-6-26		Earle McLain	[REDACTED]
3-6-26		KATHERINE S. NELSON	[REDACTED]
3/6/26		KELLY CALLIGAN	[REDACTED]
3/6/26		EDWARD BRUGG	[REDACTED]
3/11/26		Mike Ablu	[REDACTED]

Signed:

Circulator

RECEIVED

MAR 11 2026

DATE TAKEN OUT: 3-4-2026

City Clerk's Office
City of Bisbee

PETITION TO THE MAYOR AND CITY COUNCIL

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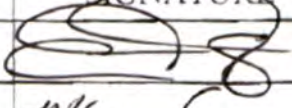
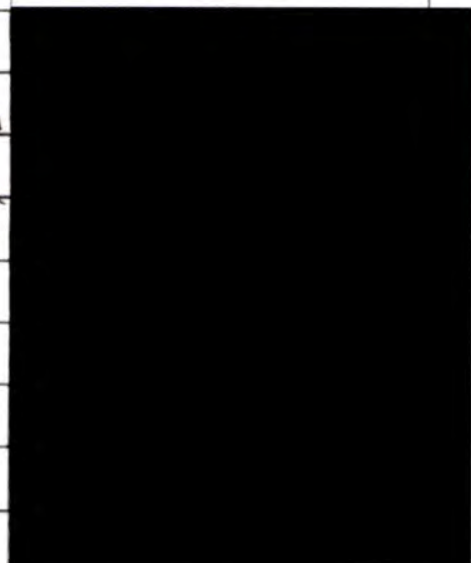
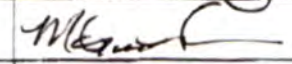
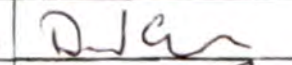
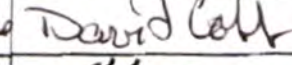
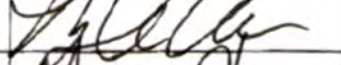
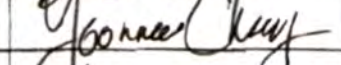
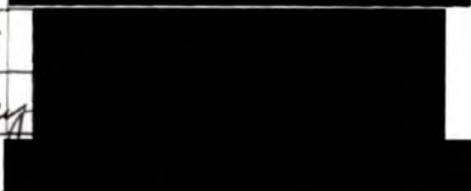
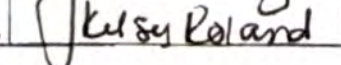
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(State Possible Solution to Problem. Be SPECIFIC.)

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DATE	SIGNATURE	PRINTED NAME	ADDRESS
3-5-26		Clement Scott	
3-5-26		Michelle Goodman	
3-5-26		David Owen	
3-5-26		Jade Young	
3-5-26		Rich Creek	
3-5-26	C. PLASCENCIA	C. Plascencia	
3/5/26		Thomas C Holz	
3/5/26		DAVID COBB	
3/5/26		ANDY HEROD	
3/5/26		BRANDON WALSH	
3/5/26		Yoonmee Chay	
03/05/26		Kelsey Roland	

Signed: 

Circulator

RECEIVED

MAR 11 2026

DATE TAKEN OUT: 3-4-2026

City Clerk's Office

PETITION TO THE MAYOR AND CITY COUNCIL

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DATE	SIGNATURE	PRINTED NAME	ADDRESS
3/11/26	Krista Woodford	Krista Woodford	[REDACTED]
3/11/26	Jennifer Kanna	Jennifer Kanna	[REDACTED]

Signed:

M. James

Circulator

**REQUEST FOR MAYOR & COUNCIL ACTION**Session of: April 21, 2026☒ Regular ☐ SpecialDATE ACTION SUBMITTED: April 14, 2026REGULAR ☐CONSENT ☐

TYPE OF ACTION:

RESOLUTION ☐ORDINANCE ☐FORMAL ACTION ☐OTHER ☐SUBJECT: **Presentation of the Annual Design Review Board Report.**FROM: **J. Emanuel Stuart, City Planner**RECOMMENDATION: **Presentation Only**PROPOSED MOTION: **Presentation Only****DISCUSSION:**

This report has been prepared by members of the City of Bisbee Design Review Board (DRB).

This report was approved by the Board on April 1, 2026, to be presented to Council at the April 21, 2026 meeting.

FISCAL IMPACT: N/A**DEPARTMENT LINE-ITEM ACCOUNT:** N/A**BALANCE IN LINE ITEM IF APPROVED:** N/A

Prepared by:

Nina Williams
Nina Williams,
Deputy City Clerk

Reviewed by:

Ashlee Coronado
Ashlee Coronado,
Interim City Manager

City of Bisbee

Design Review Board

Annual Report to Mayor and Council

2025

Approved by Board April 1, 2026

Introduction

This report has been prepared by members of the City of Bisbee Design Review Board (DRB) as a requirement of City Ordinance 2.6.2.G. The City created a DRB to Comply with the Local Government regulation for the Historic District.

Staffing of Board

The DRB consists of seven members who serve without compensation and are required to be residents of the City of Bisbee, with the majority being resident of property owners of the Historic Preservation District. The members of the DRB are appointed by and serve at the pleasure of the Mayor and Council.

During 2025 the DRB was comprised of the following members:

Bob de Kruff

Peter Gaffer

Lorriane Rogge

John Guy (Vice Chair)

Frank Davis (Chair)

Kevin Cole Van Norman

Joe Ward

In addition, the DRB acknowledges the considerable contribution made by Bisbee City Council and its staff to the administration, guidance and functioning of the DRB's work. These include (with apologies for omissions):

Mel Sowid, Council Liaison

J. Emanuel Stuart, Staff Liaison

Xavier Rodriguez, Bldg. Inspector

Schedule of Meetings

Design Review Board regular meetings are held on the first Wednesday of each month starting at 5:30 p.m. The City issues a notice to the public in advance of all meetings. From time-to-time Special meetings are held for which the City issues a notice to the public. All meetings are open to the public and are recorded. The City issues a detailed agenda including copies of all application packets and typically a week in advance of the meetings. The City also complies Minutes of all meetings which are available on the City's website.

Summary of Applications Reviewed by Board

During 2025 the DRB reviewed and considered a total of thirty-nine (39) applications (compared with 49 in 2024) One application was denied, 4 were approved with conditions or qualifications. The high approval rate was due, in part, to the productive and cooperative discussions between the Board and applicants during the meetings. The qualifying measures are recorded in the minutes of the DRB meetings and are monitored by the Building Inspector.

Summary of all Applications within the Historic District

During 2025, the city received total of 148 applications. (This compares with 169 applications in 2024) The applications represent an estimated value of construction of \$2,265,358.45 The DRB reviewed 39 applications during meetings held in 2025: the remainder, well over two-thirds, were administratively approved by the City's Building inspector. The administrative approval process not only reduces the DRB agenda but also provides much shorter review time for many applicants. All applications, including those administratively approved, are subject to DRB oversight.

Since November 2022, Staff has been providing the Board members the opportunity to review and comment on the clarity and completeness of applications prior to their being included in the official agenda packets. This procedure continues to be welcomed by the Board.

Future outlook

In 2024 the Board began a series of work sessions to re-evaluate the Development standards pertaining to window, siding and door design and material standards. In 2025 Board member and vice chair, John Guy was tasked with providing the Board with an updated Material Users Guide, which the City Council has approved and is now in place. Even though we are a historical district we are not frozen in time and as material options continue to improve, we will look to update.

In 2025 part of Warren, District 2 was designated as an Historical District. In 2026 the DRB of District 1 will be working with the city to see what our role, if any, will be in the evolution of the Warren Historic District.

There has been interest expressed in meeting again with the Arizona State Historical Preservation Office (SHPO). The past meetings with SHPO had been very productive.

2025 REPORT LOG - DESIGN REVIEW BOARD

DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-01	1/6/2025	3018 Tombstone Canyon	\$ 75.00	\$ -	\$ -	N/A	X	1/13/2025	Reroof w/ Removal of Small Dormer	2024-0817	\$ 27,000.00	\$ 390.50
25-02	1/6/2025	9 Spring Canyon	\$ 75.00	\$ -	\$ -	N/A	X	1/7/2025	Changing 6 Lights Compliant	2024-0809	\$ 500.00	\$ 78.00
25-03	1/9/2025	102 Taylor Street	\$ 75.00	\$ -	\$ -	N/A	X	1/9/2025	Reroof as submitted	2025-0078	\$ 12,651.00	\$ 268.50
25-04	X	X	X	X	X	X	X	X	X	X	X	X
25-05	1/9/2025	149 Quality Hill	\$ 100.00	\$ -	\$ -	N/A	X	1/13/2025	Upgrade 200 AMP and Installation of Mini Split	2025-0006	\$ 5,700.00	\$ 160.00
25-06	1/14/2025	136 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	1/14/2025	Sidewalk and Driveway Repair	2025-0024	\$ 1,100.00	\$ 98.00
25-07	1/16/2025	517A Mayor Avenue	\$ 100.00	\$ -	\$ -	N/A	X	1/28/2025	Stairs	2025-0029	\$ 5,000.00	\$ 377.00
25-08	1/17/2025	4 Ledge Avenue	\$ 100.00	\$ -	\$ -	N/A	X	1/21/2025	Retaining Wall	2025-0230	\$ 54,000.00	\$ 752.00
25-09	1/27/2025	142 Ok Street	\$ 150.00	\$ 28.00	\$ -	N/A	3/5/2025	X	Rehab building remnants w/ addition of a porch	NO WORK HAS BEEN DONE ON THIS PROJECT		
25-10	1/27/2025	58 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	1/29/2025	Replacing leaking roof	2024-0788	\$ 4,950.00	LETTING THIS AMOUNT GO
25-11	1/28/2025	57A Subway Street	\$ 100.00	\$ -	\$ -	N/A	X	1/29/2025	Remove Graffiti with conditions	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		
25-12	1/30/2025	55 Angilus Ave	\$ 100.00	\$ -	\$ -	N/A	X	2/11/2025	Business Sign	2025-0091	\$ 1,000.00	\$ 78.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-13	2/3/2025	501F Laundry Hill	\$ 100.00	\$ -	\$ -	N/A	X	2/5/2025	Retaining Wall	2025-0131	\$ 34,999.90	\$ 609.50
25-14	2/5/2025	No Address at this time	\$ 100.00	\$ -	\$ -	N/A	3/5/2025	X	Construction of one floor SFR	2025-0407	\$ 325,000.00	\$ 6,032.40
25-15	2/11/2025	81C Main Street	\$ 100.00	\$ -	\$ -	N/A	X	2/12/2025	Reroof	2025-0067	\$ 15,000.00	\$ 169.50
25-16	2/11/2025	54B Brewery Ave	\$ 100.00	\$ -	\$ -	N/A	X	2/12/2025	Business Sign	2025-0088	\$ 1,500.00	\$ 40.00
25-17	2/12/2025	729A Tombstone Canyon	\$ 100.00	\$ 14.00	\$ -	N/A	3/5/2025	X	Concrete Slab / Beams	2025-0117	\$ 25,000.00	\$ 454.50
25-18	2/13/2025	543E Adams	\$ 100.00	\$ -	\$ -	N/A	X	2/19/2025	Mini Split w/ conditions-cover	2025-0075	\$ 3,000.00	\$ 227.00
25-19	2/18/2025	819A Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	2/19/2025	Windows -Doors	2025-0100	\$ 45,000.00	\$ 1,047.75
25-20	2/19/2025	14 Locklin Avenue	\$ 100.00	\$ -	\$ -	N/A	X	2/19/2025	Repair Retaining Wall	2025-0583	\$ 6,500.00	\$ 289.58
25-21	2/19/2025	134C Quality Hill	\$ 100.00	\$ -	\$ -	N/A	X	2/21/2025	Mini Split behind stair	2025-0081	\$ 3,000.00	\$ 113.50
25-22	2/24/2025	819A Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	2/26/2025	Utility Services	2025-0100	REPEAT - 25-19	REPEAT - 25-19
25-23	2/27/2025	111 Locklin Avenue	\$ 100.00	\$ -	\$ -	N/A	X	2/27/2025	Retaining Wall & Road	2025-0097	\$ 24,000.00	\$ 724.35
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-24	3/3/2025	1642 West Blvd	\$ 100.00	\$ -	\$ -	N/A	X	3/3/2025	Upgrade Exterior Elec. Service Box	2025-0120	\$ 3,499.80	\$ 129.00
25-25	3/3/2025	921 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	3/5/2025	Upgrade Electrical Panel 400 AMP	2025-0121	\$ 4,000.00	\$ 129.00
25-26	3/3/2025	506B Brophy Avenue	\$ 100.00	\$ -	\$ -	N/A	X	3/3/2025	Mini Split / Subpanel Additon/Line set Cover/Disconnect	2025-0108	\$ 3,500.00	\$ 129.00
25-27	3/6/2025	103 Clawson Avenue	\$ 100.00	\$ -	\$ -	N/A	X	3/12/2025	Mini Splits	2025-0118	\$ 6,000.00	\$ 160.00
25-28	3/7/2025	316 Oak Street	\$ 100.00	\$ -	\$ -	N/A	4/2/2025	X	Lighting, Wall & Fence - Full Landscaping	2025-0187	\$ 64,000.00	\$ 882.00
25-29	3/10/2025	2 Naco Road	\$ 100.00	\$ -	\$ -	N/A	X	3/13/2025	Mini Split	2025-0109	\$ 4,450.00	\$ 222.00
25-30	3/11/2025	324 Brewery Avenue	\$ 100.00	\$ -	\$ -	N/A	X	3/12/2025	Roof	2025-0116	\$ 18,000.00	\$ 346.00

25-31	3/12/2025	19 Sowles Avenue	\$ 100.00	\$ -	\$ -	N/A	X	3/13/2025	Roof	2025-0139	\$ 23,255.86	\$ 439.00
25-32	3/13/2025	113 Clawson Avenue	\$ 100.00	\$ -	\$ -	N/A	X	3/18/2025	Front and Back Wall	2025-0138	\$ 50,000.00	\$ 2,555.00
25-33	3/14/2025	234 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	3/14/2025	Mini Split System	2025-0137	\$ 4,500.00	\$ 144.50
25-34	3/18/2025	32 Main Street	\$ 100.00	\$ -	\$ -	N/A	4/2/2025	X	Relocated inset Entrance ADA Compliant	2025-0319	\$ 12,000.00	\$ 417.45
25-35	3/18/2025	413 Garden Avenue	\$ 100.00	\$ -	\$ 100.00	3/14/2025	X	3/20/2025	Deck / Railing	2025-0143	\$ 18,000.00	\$ 346.00
25-36	3/18/2025	531 Mayor Avenue	\$ 100.00	\$ 20.25	\$ -	\$ -	4/2/2025	X	Exterior Finshes - Awning	2025-0331	\$ 10,000.00	\$ 222.00
25-37	3/19/2025	155 Brewery Avenue	\$ 100.00	\$ 20.00	\$ -	\$ -	4/2/2025	X	Remodel Replacement of windows	2025-0193	\$ 34,808.00	\$ 609.50
25-38	3/26/2025	32 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	3/27/2025	Mini Split Installation	2025-0200	\$ 5,800.00	\$ 160.00
25-39	3/27/2025	60 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	3/27/2025	Roof	2025-0185	\$ 12,000.00	\$ 253.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-40	4/2/2025	63 Brewery Avenue	\$ 100.00	\$ -	\$ -	N/A	X	4/3/2025	Stairs / Handrail	2025-0205	\$ 3,670.00	\$ 129.00
25-41	4/4/2025	729A Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	5/7/2025	X	Porch Extension - Roof Awning	2025-0189	\$ 5,500.00	\$ 826.00
25-42	4/4/2025	15 Temby Avenue	\$ 100.00	\$ -	\$ -	N/A	X	4/4/2025	Shed / Garage Replacing Damaged	2025-0180	\$ 6,000.00	\$ 160.00
25-43	4/4/2025	226 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	4/4/2025	Mini Split Heat Pump System Installation	2025-0184	\$ 8,256.00	\$ 206.50
25-44	4/17/2025	741 Tombstone Canyon	\$ 150.00	\$ 38.00	\$ -	N/A	5/7/2025	X	Guest Room Detached from Primary Structure	2025-0399	\$ 50,000.00	\$ 1,369.50
25-45	4/18/2025	723 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	6/4/2025	X	Re-Roof	2025-0345	\$ 28,875.00	\$ 516.50
25-46	4/18/2025	48 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	4/23/2025	Faux Neon Business Sign	2026-0053	\$ 200.00	\$ 40.00
25-47	4/22/2025	1011 West Blvd	\$ 100.00	\$ 18.00	\$ -	N/A	5/7/2025	X	Bathroom Addition/ Exterior Finshes	2025-0349	\$ 52,600.00	\$ 739.00
25-48	4/23/2025	500 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	5/7/2025	X	Fence-Block Wall, Demo & New Construction for new ADA compliant Restroom	2025-0250	\$ 500.00	\$ 78.00
25-49	4/24/2025	16 Wood Canyon	\$ 100.00	\$ -	\$ -	N/A	X	4/24/2025	Roof	2025-0229	\$ 7,000.00	\$ 516.50
25-50	4/25/2025	410 Garden Avenue	\$ 100.00	\$ -	\$ -	N/A	X	4/30/2025	Install New Mini Split System	2025-0226	\$ 5,250.00	\$ 160.00
25-51	4/25/2025	412A Garden Avenue	\$ 100.00	\$ -	\$ -	N/A	X	4/30/2025	Install New Mini Split System	2025-0225	\$ 5,500.00	\$ 160.00
25-52	4/25/2025	729A Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	4/30/2025	Water Filter & Visual Screening	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		
25-53	4/25/2025	43 Temby Avenue	\$ 100.00	\$ -	\$ -	N/A	X	5/6/2025	Replacing french doors	2025-0273	\$ 2,500.00	\$ 113.50
25-54	4/28/2025	132A Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	4/30/2025	Demo, Construction, Addition, Exterior Finshes-Remodel	2025-0213	\$ 100,000.00	\$ 2,227.50
25-55	4/29/2025	4 Ledge Avenue	\$ 100.00	\$ -	\$ -	N/A	X	4/30/2025	Remove Existing concrete in the Parking Lot Adjacent to Building and Replace with New	2025-0230	\$ 54,000.00	\$ 752.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-56	5/5/2025	139 C Clawson Avenue	\$ 100.00	\$ -	\$ -	N/A	X	5/6/2025	Mini Split	2025-0241	\$ 3,500.00	\$ 129.00
25-57	5/12/2025	111 Locklin Avenue	\$ 100.00	\$ -	\$ -	N/A	X	5/12/2025	Utility Meter Install	2025-0252	\$ 4,500.00	\$ 144.50
25-58	5/12/2025	317 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	5/15/2025	Gate replacement	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		

25-59	5/1/2025	67A & 67AR Brewery Ave	\$ 150.00	\$ 18.00	\$ -	N/A	6/4/2025	X	Deck to rear of 67AR, Balcony over deck, Height to retaining wall, railing to covered front porch, 2 resort style walls, mini split 67A and construction of bathroom and small kitchen	2025-0317	\$ 15,000.00	\$ 545.33
									Remodel Interior North Room in Building	2025-0240	\$ 6,000.00	\$ 160.00
25-60	5/15/2025	800A Gentry Avenue	\$ 100.00	\$ -	\$ -	N/A	X	5/15/2025	Stucco Wall Back and Front	2025-0258	\$ 3,500.00	\$ 129.00
25-61	5/16/2025	216A Brewery Avenue	\$ 150.00	\$ 24.00	\$ -	N/A	6/4/2025	X	Bedroom Addition, Siding Demo, Exterior finishes & move window	2025-0312	\$ 15,000.00	\$ 377.00
25-62	5/19/2025	2 Naco Rd	\$ 100.00	\$ -	\$ -	N/A	X	5/29/2025	Installation of furnace & condenser with conditions	2025-0109	\$ 4,450.00	\$ 222.00
25-63	5/22/2025	124 Quarry Canyon	\$ 100.00	\$ -	\$ -	N/A	X	5/22/2025	Multiproject	2025-0270	\$ 2,000.00	\$ 113.50
25-64	5/22/2025	54 Angius Avenue	\$ 100.00	\$ 48.00	\$ -	N/A	6/4/2025	X	Conversion of 196sf screened porch to enclosed sunroom ancillary to interior kitchen remodel	2025-0271	\$ 22,000.00	\$ 673.20
25-65	5/29/2025	100 Quality Hill	\$ 100.00	\$ -	\$ -	N/A	X	5/29/2025	Re-Install original louvered screen(fell out) re-point existing loose bricks	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-66	6/1/2025	140 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	6/3/2025	Re-Install Electric Panel, GFCI, Lights	2025-0284	\$ 6,500.00	\$ 191.00
25-67	6/3/2025	79A Main Street	\$ 100.00	\$ -	\$ -	N/A	X	6/4/2025	Addition of Rain Gutters	2025-0289	\$ 20,000.00	\$ 377.00
25-68	6/4/2025	17 Temby Avenue	\$ 100.00	\$ -	\$ -	N/A	X	6/5/2025	Corrugated Fence	2025-0365	\$ 4,000.00	\$ 258.00
25-69	6/5/2025	233A Young Blood Hill	\$ 100.00	\$ -	\$ -	N/A	X	6/12/2025	Porch Awning with Corrugated metal roof	2025-0294	\$ 1,000.00	\$ 330.50
25-70	6/9/2025	60 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	6/10/2025	Existing AC Repair/Replacement In-Kind In-Place	2025-0296	\$ 9,000.00	\$ 206.50
25-71	6/16/2025	702 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	6/17/2025	New Roof	2025-0383	\$ 20,025.00	\$ 392.50
25-72	6/19/2025	132A Opera Drive	\$ 150.00	\$ 6.00	\$ -	N/A	7/9/2025	X	Demolition / New Construction	2025-0213- REMODEL ONLY	\$ 100,000.00	\$ 2,227.50
25-73	6/27/2025	622 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	6/27/2025	HVAC Upgrade	2025-0332	\$ 9,894.00	\$ 222.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-74	7/9/2025	934 Sims Road	\$ 100.00	\$ -	\$ -	N/A	X	7/10/2025	Re-roof	2025-0420	\$ 8,500.00	\$ 237.50
25-75	7/10/2025	61 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	8/6/2025	X	Construction of an open covering with no doors or windows	2025-0487	\$ 9,000.00	\$ 413.00
25-76	7/11/2025	539C Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	8/6/2025	X	Demolition, Stairway, Wall & Converting Enclosed Porch to Open Porch	2025-0347	\$ 50,000.00	\$ 700.00
25-77	7/14/2025	64 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	7/14/2025	AMP Upgrade	2025-0364	\$ 5,000.00	\$ 144.50
25-78	7/15/2025	19F Laundry Hill	\$ 100.00	\$ -	\$ -	N/A	X	7/15/2025	HVAC w/ Condition unit must be screened	2025-0328	\$ 10,584.00	\$ 237.50

25-79	7/17/2025	824A Pace Avenue	\$ 100.00	\$ 22.00	\$ -	N/A	8/6/2025	X	Car covers corrugated metal & Solar panels on Main House	2025-0429	\$ 20,000.00	\$ 697.05
25-80	7/17/2025	47 Zcatecas Canyon	\$ 100.00	\$ -	\$ -	N/A	X	7/21/2025	Solar Panels	2026-0061	\$ 5,001.00	\$ 160.00
25-81	7/17/2025	409A Roberts Avenue	\$ 100.00	\$ -	\$ -	N/A	X	7/21/2025	Install Mini Split HVAC	2025-0376	\$ 7,000.00	\$ 175.50
25-82	7/23/2025	515 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	7/23/2025	Fence w/ Gate	2025-0382	\$ 600.00	\$ 78.00
25-83	7/25/2025	428A Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	7/30/2025	Railing / Siding	2026-0119	\$ 975.00	\$ 78.00
25-84	7/28/2025	231 Brewery Avenue	\$ 100.00	\$ 12.00	\$ -	N/A	8/6/2025		Window Replacement	2025-0385	\$ 8,197.00	\$ 206.50
25-85	7/30/2025	420A Tombstone Canyon	\$ 100.00	\$ -	\$ 100.00	N/A	X	7/30/2025	Roof	2025-0379	\$ 16,000.00	\$ 630.00
25-86	7/30/2025	38 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	7/30/2025	HVAC 2 Each Mini Split Units	2025-0398	\$ 9,850.00	\$ 222.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-87	8/1/2025	732 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	8/1/2025	Accessory Structure (Lean To)	2025-0427	\$ 5,500.00	\$ 160.00
25-88	8/5/2025	27A Spring Canyon	\$ 100.00	\$ -	\$ -	N/A	X	8/5/2025	Electrical Panel	2025-0392	\$ 3,500.00	PERMIT WAS REJECTED NO WORK HAS BEEN DONE APN 103-60-222E
25-89	8/8/2025	77 Ok Street	\$ 100.00	\$ -	\$ -	N/A	X	8/11/2025	Install a 1/2" conduit for circuit to carport / lighting to be recessed no fixture visibility	2025-0417	\$ 650.00	\$ 78.00
25-90	8/11/2025	934 Sims Road	\$ 100.00	\$ -	\$ -	N/A	9/3/2025	X	Stairs are rotten and will be replaced like for like	2025-0408	\$ 2,000.00	\$ 129.00
25-91	8/12/2025	126 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	8/12/2025	Stairs	2025-0416	\$ 2,500.00	\$ 113.50
25-92	8/13/2025	21 Temby Avenue	\$ 100.00	\$ -	\$ -	N/A	X	8/14/2025	New Construction adding 100sq ft shed to screen / cover/ water collection	2025-0419	\$ 7,000.00	\$ 351.00
25-93	8/15/2025	86 Main Street	\$ 100.00	\$ 16.00	\$ 100.00	N/A	10/1/2025	X	3 Signs inside store / Neon light all 18x12 pr smaller	PERMIT 2026-0152	SAME ON	DRB 25-128
25-94	8/19/2025	49 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	8/19/2025	Business Sign	2025-0430	\$ 1,000.00	\$ 40.00
25-95	8/19/2025	216 B Opera Drive	\$ 100.00	\$ -	\$ -	N/A	9/3/2025	X	Replacement of covered deck ceiling and the installation of removable screen panels with 2 screen doors, roof repair	2025-0463	\$ 3,750.00	\$ 129.00
25-96 - Amendment	8/19/2025	539 C Tombstone Canyon	\$ 25.00	\$ -	\$ -	N/A	9/3/2025	X	Removal of old siding -original teardrop	2025-0347	SEE DRB 25-76	SEE DRB 25-76
25-97	8/21/2025	61 B Shearer Avenue	\$ 100.00	\$ -	\$ -	N/A	9/3/2025	X	Assemble a Prefabricated pergola kit in back yard of property	2025-0679	\$ 500.00	\$ 78.00
25-98	8/25/2025	203 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	8/25/2025	HVAC	2025-0437	\$ 6,500.00	\$ 175.50
25-99	8/26/2025	124 High Road	\$ 100.00	\$ 10.00	\$ -	N/A	9/3/2025	X	Addition to structure / Exterior finishes	2025-0470	\$ 17,000.00	\$ 545.33
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-100	9/3/2025	229 A Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	9/4/2025	Replace existing minisplit install new	2025-0446	\$ 5,000.00	\$ 144.50
25-101	9/4/2025	110 Brewery Avenue	\$ 100.00	\$ -	\$ -	N/A	X	9/4/2025	Roof	2025-0451	\$ 9,000.00	\$ 206.50
25-102	9/9/2025	40 Brewery Avenue	\$ 100.00	\$ -	\$ -	N/A	X	9/9/2025	Signage	2025-0464	\$ 1,200.00	\$ 40.00
25-103	9/11/2025	136 Opera Drive	\$ 100.00	\$ -	\$ -	N/A	10/1/2025	X	Demolition of Deck and rebuild like for like	2025-0608	\$ 4,000.00	\$ 424.00

25-104	9/16/2025	304 O'Hara Avenue	\$ 100.00	\$ -	\$ -	N/A	X	9/17/2025	Roof & HVAC System Installation	2025-0638	\$ 17,110.00	\$ 346.00
25-105	9/22/2025	523 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	9/24/2025	Replacement /Upgrade windows	2025-0512	\$ 3,000.00	\$ 160.00
25-106	9/29/2025	811 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	10/1/2025	Electrical 200AMP Upgrade	2025-0490	\$ 3,500.00	\$ 75.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-107	10/3/2025	27 Subway Street	\$ 100.00	\$ -	\$ -	N/A	X	10/8/2025	Business Signs	2025-0504	\$ 668.00	\$ 40.00
25-108	10/3/2025	15 Clawson Avenue	\$ 100.00	\$ -	\$ -	N/A	X	10/8/2025	Roof	2025-0482	\$ 15,750.00	\$ 315.00
25-109	10/7/2025	61 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	10/8/2025	Replace Existing Rooftop AC	2025-0488	\$ 20,000.00	\$ 377.00
25-110	10/15/2025	317 Tombstone Canyon	\$ 100.00	\$ 28.00	\$ -	N/A	11/5/2025	X	Construction of new Carport / Shade Structure	2025-0619	\$ 6,000.00	\$ 315.15
25-111	10/16/2025	204 Brewery Avenue	\$ 100.00	\$ -	\$ -	N/A	X	10/16/2025	Windows like for like	2025-0514	\$ 5,280.00	\$ 160.00
25-112	10/20/2025	108 Taylor Avenue	\$ 100.00	\$ -	\$ -	N/A	11/5/2025	X	12'x18' Covered Porch Addition to Existing 16'x16' shed	2025-0589	\$ 500.00	\$ 238.43
25-113	10/21/2025	100 Clawson Avenue	\$ 100.00	\$ 12.00	\$ -	N/A	11/5/2025	X	Mural	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		
25-114	10/22/2025	103 Clawson Avenue	\$ 100.00	\$ -	\$ -	N/A	X	10/27/2025	Pathway, Front Porch, Landscaping and Back Patio	2025-0570	\$ 2,200.00	\$ 113.50
25-115	10/23/2025	550 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	11/5/2025	X	Mini Splits & Electrical	2025-0534	\$ 15,000.00	\$ 599.00
25-116	10/23/2025	67 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	10/27/2025	Electrical Panel	2025-0543	\$ 6,800.00	\$ 75.00
25-117	10/24/2025	138 B Opera Drive	\$ 100.00	\$ -	\$ -	N/A	X	10/27/2025	Reroof	2025-0540	\$ 13,350.00	\$ 284.00
25-118	10/28/2025	5 Clawson Avenue	\$ 100.00	\$ 14.00	\$ -	N/A	11/5/2025	X	Replacement of 19 Windows	2026-0008	\$ 17,000.00	\$ 661.00
25-119	10/29/2025	67 Main Street	\$ 100.00	\$ 12.00	\$ -	N/A	11/5/2025 - 12/3/2025	X	Replacement of Window	2025-0651	\$ 5,000.00	\$ 144.50
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-120	11/3/2025	20 Wood Canyon	\$ 100.00	\$ -	\$ -	N/A	X	11/5/2025	HVAC Mini Split System	2025-0564	\$ 5,000.00	\$ 144.50
25-121	11/4/2025	164 Quality Hill Road	\$ 100.00	\$ -	\$ -	N/A	X	11/7/2025	Remove Aluminum Siding to expose the original tear drop wood siding, remove the bottom portion of the wood siding to allow access to build a masonry foundation around the perimeter of the home. The wood siding will be reinstalled once the foundation is complete	2026-0056	\$ 2,000.00	\$ 113.50
25-122	11/4/2025	301 Curve Street	\$ 150.00	\$ -	\$ -	N/A	12/3/2025	X	Construction of an Approx. 7'8"x5'8" Storage Shed with a single slope roof acrylic sheet windows pvc or similar trim and asphalt shingle roof	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		
25-123	11/5/2025	618 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	11/5/2025	Main Panel Upgrade 100A to 200A & New 200V 30AMP Circuit	2025-0530	\$ 11,865.89	\$ 75.00
25-124	11/16/2025	148 Key Avenue	\$ 100.00	\$ -	\$ -	N/A	X	11/7/2025	Wall Extension Concrete Block, Stucco and Painted Surface	2025-0569	\$ 4,000.00	\$ 129.00
25-125	11/13/2025	14 Brewery Avenue	\$ 150.00	\$ -	\$ -	N/A	12/3/2025	X	Construction of a Beer Garden	2025-0627	\$ 25,000.00	\$ 849.93
25-126	11/18/2025	804 C Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	11/18/2025	Reroof	NO PERMIT IN SYSTEM AT THIS TIME		APN 103-60-109 - PERMIT #2025-0587 WAS REJECTED

25-127	11/13/2025	137 Higgins Hill	\$ 150.00	\$ 18.00	\$ -	N/A	12/3/2025	X	Demolition of Structure	NOT APPROVED BY DRB CHANGES REQUIRED		
25-128	11/20/2025	86 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	11/21/2025	Signage	2026-0152	\$ 3,500.00	PENDING - PAYMENT
25-129	11/24/2025	160 Quality Hill Road	\$ 100.00	\$ -	\$ -	N/A	X	11/25/2025	Roof Installation	2025-0547	\$ 11,000.00	\$ 237.50
25-130	11/25/2025	1 Naco Road	\$ 100.00	\$ -	\$ -	N/A	12/3/2025	X	Mural	NO PERMIT IS REQUIRED FOR THIS TO BE DONE		
25-131	11/25/2025	5 A Moon Canyon	\$ 100.00	\$ -	\$ -	N/A	X	11/25/2025	Mini Split	2025-0581	\$ 4,800.00	\$ 144.50
25-132	11/25/2025	211 Ok Street	\$ 100.00	\$ -	\$ -	N/A	12/3/2025	X	Retaining Wall	2026-0133	\$ 38,000.00	\$ 1,082.40
25-133	11/25/2025	184 A Ok Street (Quality Hill)	\$ 100.00	\$ -	\$ -	N/A	X	11/26/2025	Electrical, Vent, Windows, Door & Siding	2025-0607	\$ 12,000.00	\$ 253.00
DRB #	APP DATE	ADDRESS	APP COST	COPIES	PENALTY	STOP WORK	MTG. DATE	ADMIN DATE	PROJECT	BLDG. PERMIT	PROJECT COST	PERMIT COST
25-134	12/3/2025	734 D Tombstone Canyon (732F Tombstone Cyn)	\$ 100.00	\$ -	\$ -	N/A	X	12/4/2025	Retaining Wall	2025-0621	\$ 21,000.00	\$ 647.63
25-135	12/3/2025	229 A Tombstone Canyon	\$ 150.00	\$ 20.00	\$ -	N/A	1/7/2026	X	New Construction ADU	2026-0107	\$ 105,000.00	\$ 2,039.40
25-136	12/3/2025	121 Clawson Avenue	\$ 100.00	\$ -	\$ -	N/A	X	12/4/2025	Install New 26GA Corrugated Metal Roof	2025-0614	\$ 13,450.00	\$ 284.00
25-137	12/4/2025	306 Oak Avenue	\$ 100.00	\$ -	\$ -	N/A	X	12/4/2025	Window Install	2025-0618	\$ 12,774.00	\$ 268.50
25-138	12/5/2025	616 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	12/10/2025	Reroof W/ Conditions	2026-0013	\$ 9,000.00	\$ 206.50
25-139	12/16/2025	131 Higgins Hill	\$ 100.00	\$ -	\$ -	N/A	X	12/18/2025	Retaining Wall	2025-0617	\$ 13,500.00	\$ 468.60
25-140	12/17/2025	517 A Mayor Avenue	\$ 100.00	\$ -	\$ -	N/A	X	12/18/2025	Archway Over Existing Stairs & Railing	2025-0665	\$ 800.00	\$ 78.00
25-141	12/18/2025	82 Main Street	\$ 100.00	\$ -	\$ -	N/A	X	12/18/2025	Replace Existing HVAC Rooftop Unit	2025-0653	\$ 4,000.00	\$ 129.00
25-142	12/18/2025	6 Naco Road	\$ 100.00	\$ -	\$ -	N/A	X	12/22/2025	HVAC Removal / Install	2025-0641	\$ 16,969.00	\$ 330.50
25-143	12/18/2025	54 Main Street	\$ 100.00	\$ 8.00	\$ -	N/A	1/7/2026	X	Signage	2025-0658	\$ 200.00	PENDING - PAYMENT
25-144	12/19/2025	625 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	1/7/2026	X	Accessibility (ADA) Improvements	2026-0166	\$ 80,000.00	\$ 1,090.00
25-145	12/24/2025	301 Curve Street	\$ 100.00	\$ -	\$ -	N/A	1/7/2026	X	Replacement Windows	2026-0178	\$ 33,000.00	\$ 578.50
25-146	12/29/2025	800 A Gentry	\$ 100.00	\$ -	\$ -	N/A	X	12/29/2025	Auto Gate 12" Man Gate 4' Back of Home	2026-0057	\$ 1,800.00	\$ 78.00
25-147	12/29/2025	226 Tombstone Canyon	\$ 100.00	\$ -	\$ -	N/A	X	12/29/2025	Retaining Wall support Engineered	2025-0669	\$ 3,800.00	\$ 212.85
25-148	12/29/2025	118 Brewery Avenue	\$ 100.00	\$ 28.00	\$ -	N/A	1/7/2026	X	Restoring Existing Siding, Moving Windows Slightly, Adding French	2026-0110	\$ 70,000.00	PENDING- CHANGES REQUESTED
TOTALS			\$ 15,000.00	\$ 434.25	\$ 300.00	\$ 15,734.25					\$ 2,298,358.45	\$ 53,684.33

**REQUEST FOR MAYOR & COUNCIL ACTION**Session of: **April 21, 2026**☒ Regular ☐ Special**DATE ACTION SUBMITTED:** April 14, 2026**REGULAR** ☒ **CONSENT** ☐**TYPE OF ACTION:****RESOLUTION** ☐ **ORDINANCE** ☐ **FORMAL ACTION** ☒ **OTHER** ☐**SUBJECT:** Discussion and Possible Approval of Resolution R-26-09; A Resolution of the Mayor and Council of the City of Bisbee Adopting a Fair Housing Policy and Making known its Commitment to the Principle of Fair Housing and Describing Actions it shall undertake to affirmatively further Fair Housing**FROM:** Melissa Hartman, City Planner/ Housing**RECOMMENDATION:** Approve**PROPOSED MOTION:** I move that we approve Resolution R-26-09; A Resolution of the Mayor and Council of the City of Bisbee Adopting a Fair Housing Policy and Making known its Commitment to the Principle of Fair Housing and Describing Actions it shall undertake to affirmatively further Fair Housing.**DISCUSSION:**

Each year in April, communities across Arizona are asked to reaffirm their commitment to Fair Housing, this dates back to the 1968 and 1988, when the Civil Rights Act of 1968 was commonly known as the Federal Fair Housing Act. This resolution declares that it is a National Policy to ensure equal opportunities in Housing is still active and present in our communities.

FISCAL IMPACT: N/A**DEPARTMENT LINE-ITEM ACCOUNT:** N/A**BALANCE IN LINE ITEM IF APPROVED:** N/A**Prepared by:**Melissa Hartman,
City Planner**Reviewed by:**Ashlee Coronado,
Interim City Manager

RESOLUTION R-26-09

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE ADOPTING A FAIR HOUSING POLICY AND MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING.

WHEREAS, the Housing and Community Development Act of 1974 as amended requires that all applicants for Community Development Block Grant funds certify that they shall affirmatively further fair housing; and

WHEREAS, the Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing, or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status or national origin; and

WHEREAS, fairness is the foundation of the American system and reflects traditional American values; and

WHEREAS, discriminatory housing practices undermine the strength and vitality of America and its people;

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor and Councilmembers of the City of Bisbee, Arizona hereby wish all people living, working, doing business in or traveling through the City to know that:

1. Discrimination in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage series on the basis or race, color, religion, sex, disability, familial status or national origin is prohibited by Title VIII of the Civil Rights Act of 1968 and the Fair Housing Amendments Act of 1988.
2. It is the policy of the City of Bisbee to implement all housing related programs in such a manner and within the constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, disability, familial status or national origin.
3. Within its available resources, the City of Bisbee will assist all persons who feel they have been discriminated against in housing issues on the basis of race, color, religion, sex, disability, familial status or national origin to seek relief under existing federal and state laws, through complaints with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development.

RESOLUTION R-26-09

4. The City of Bisbee shall publicize this Resolution and thereby encourage owners of rental properties, developers, builders and others involved with housing to become aware of their respective responsibilities and rights under the Federal Fair Housing laws and any applicable state or local laws or ordinances.

**PASSED, ADOPTED, AND APPROVED BY THE MAYOR AND COUNCIL OF
THE CITY OF BISBEE, ARIZONA ON THIS 21ST DAY OF APRIL 2026.**

APPROVED:

Ken Budge, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

**Joseph D. Estes, City Attorney
Pierce Coleman, PLLC**

**REQUEST FOR MAYOR & COUNCIL ACTION**

Session of: April 21, 2026

☒ Regular ☐ SpecialDATE ACTION SUBMITTED: April 14, 2026REGULAR ☒ CONSENT ☐

TYPE OF ACTION:

RESOLUTION ☐ ORDINANCE ☐ FORMAL ACTION ☒ OTHER ☐**SUBJECT:** Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-26-08, Accepting the Transfer of Real Property from TIMO Holdings LLC, Located at 109 N. Taylor Avenue, Bisbee.**FROM:** Ashlee Coronado, Interim City Manager**RECOMMENDATION:** Approve Ordinance O-26-08**PROPOSED MOTION:** I move that we approve the Notice of Intent to Adopt Ordinance O-26-08, Accepting the Transfer of Real Property from TIMO Holdings LLC, Located at 109 N. Taylor Avenue, Bisbee.**DISCUSSION:**

TIMO Holdings, LLC wishes to transfer ownership of the property located at 109 N Taylor Avenue, Bisbee, to the City of Bisbee.

The City of Bisbee would acquire the real property for the purpose of community development activity.

FISCAL IMPACT: \$TBD**DEPARTMENT LINE-ITEM ACCOUNT:** Multiple Impacts**BALANCE IN LINE ITEM IF APPROVED:** N/A

Prepared by:

Nina Williams
Nina Williams,
Deputy City Clerk

Reviewed by:

Ashlee Coronado
Ashlee Coronado,
Interim City Manager

**NOTICE OF INTENT
ORDINANCE O-26-08**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AUTHORIZING THE ACCEPTANCE OF A TRANSFER OF REAL PROPERTY LOCATED AT 109 N TAYLOR AVE, FROM TIMO HOLDINGS, LLC TO THE CITY OF BISBEE

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

WHEREAS, TIMO Holdings, LLC has offered to convey to the City of Bisbee a parcel of real property owned by TIMO Holdings, LLC to be used for the purpose of community development activity; and

WHEREAS, this property within the City of Bisbee, AZ, may prove to be useful community development activity in the future; and

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

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

That an execution of transfer by Special Warranty Deed for the property described in the attached Exhibit A is hereby approved and the City Clerk is authorized to record such deed with the Cochise County Recorder on behalf of the City of Bisbee.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee on this _____ day of _____, 2026.

APPROVED:

Ken Budge, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

Joseph D. Estes, City Attorney
Pierce Coleman, PLLC

EXHIBIT A
PROPERTY DESCRIPTION
Parcel 102-16-120A, aka 109 N. Taylor, Bisbee, AZ

That portion of Lots 19, 20, 21 and 22 of the "Park Block" of Hedberg Townsite, according to Book 3 of Maps, page 83, in Section 28, Township 23 South, Range 24 East of the Gila and Salt River Meridian in Cochise County, Arizona, being more particularly described as follows;

Beginning at the Northwesternly corner of said Lot# 22, "Park Block", identical with the Northeastly corner of Lot# 23, said corner being on the Southerly line of First Street;

Thence North 67° 00' 10" East coincident with the Southerly line of First Street and the Northerly line Lot# 22, a distance of 50.00 feet;

Thence South 22° 59' 50" East a distance of 100.00 feet to a point on the Southerly line of Lot 19;

Thence South 67° 00' 10" West coincident with the Southerly line of said Lot 19 a distance of 50.00 feet to the Southwesterly corner of said Lot 19;

Thence North 22° 59' 50" West a distance of 100.00 feet to a point on the Southerly line of First Street and the **Point of Beginning**.

Subject to an easement over the Southerly 12.00 feet of Lot 19 ("Park Block") identical with the Southerly 12.00 feet of Parcel "A".of the herein described parcel for ingress, egress and utilities.

Subject to any and all prior easements, rights-of-way, covenants, restrictions and encumbrances of record or not of record that may otherwise legally exist.

**REQUEST FOR MAYOR & COUNCIL ACTION**Session of: **April 21, 2026**☒ Regular ☐ Special**DATE ACTION SUBMITTED:** April 15, 2026**REGULAR** ☒**CONSENT** ☐**TYPE OF ACTION:****RESOLUTION** ☐**ORDINANCE** ☐**FORMAL ACTION** ☒**OTHER** ☐

SUBJECT: Discussion and Possible Approval of the Notice of Intent to Adopt Ordinance O-26-09; Amending the Bisbee City Code, Chapter 9-Health and Sanitation; and Cemetery, by creating a New Article 9.9 -Trees, to provide for the regulation of trees within the city; providing for the repeal of conflicting ordinances; providing for severability; providing for penalties; and establishing an Effective Date.

FROM: Emanuel Stuart, City Planner**RECOMMENDATION:** Approve

PROPOSED MOTION: I move that we approve the Notice of Intent to Adopt Ordinance O-26-09; Amending the Bisbee City Code, Chapter 9-Health and Sanitation; and Cemetery, by creating a New Article 9.9 -Trees, to provide for the regulation of trees within the city; providing for the repeal of conflicting ordinances; providing for severability; providing for penalties; and establishing an Effective Date.

DISCUSSION: Ordinance O-26-09 establishes a comprehensive framework for the planting, maintenance, protection, and removal of trees located on public property and within City rights-of-way. The ordinance formally creates **Article 9.9 (Trees)** within Chapter 9 of the Bisbee City Code and delegates authority to the Public Works Director for the administration and enforcement of municipal tree management activities.

The ordinance recognizes trees as a vital component of the City's infrastructure and aligns City practices with accepted arboricultural standards to reduce liability risks and promote long-term tree health.

Adoption of this ordinance is a critical step toward maintaining the City's eligibility for **Tree City, USA** recognition, which enhances community stewardship and strengthens opportunities for tree-related grant funding. Overall, the ordinance provides clear authority, accountability, and standards to protect Bisbee's urban forest for current and future generations.

FISCAL IMPACT: N/A**DEPARTMENT LINE-ITEM ACCOUNT:** N/A**BALANCE IN LINE ITEM IF APPROVED:** N/A

Prepared by:

Emanuel Stuart
Emanuel Stuart,
City Planner

Reviewed by:

Ashlee Coronado
Ashlee Coronado,
Interim City Manager

**NOTICE OF INTENT
ORDINANCE O-26-09**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, AMENDING THE BISBEE CITY CODE, CHAPTER 9 – HEALTH AND SANITATION; AND CEMETERY, BY CREATING A NEW ARTICLE 9.9 – TREES, TO PROVIDE FOR THE REGULATION OF TREES WITHIN THE CITY; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR PENALTIES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Arizona Revised Statutes (A.R.S.) § 9-240(B)(9) authorizes the City of Bisbee (the “City”) to adopt and maintain regulations governing the planting, protection and maintenance of trees within the City’s public grounds and rights-of-way; and,

WHEREAS, the City recognizes that trees are a valuable part of the community infrastructure and that well-maintained trees enhance the comfort of the community by providing shade, preventing erosion, moderating temperatures, reducing storm water runoff, absorbing air pollution and dust, and reducing energy needs; and,

WHEREAS, the City recognizes that well-maintained trees increase property values, enhance the economic vitality of business areas, beautify the community wherever they are planted, and are a source of joy and spiritual renewal; and,

WHEREAS, the City recognizes that accepted industry standards exist for the maintenance and care of urban trees, and that promoting these standards significantly increases overall tree health and reduces liability and risk, ensuring that the community forest will increase in value and benefits provided; and,

WHEREAS, the City recognizes that this Code amendment is critical to earn recognition as a “Tree City, USA,” as bestowed by the National Arbor Day Foundation, a designation that will increase the opportunity for the City to pursue and successfully obtain grant funding specific to the establishment, promotion, and management of the community forest; and,

WHEREAS, the City desires to amend the City Code to provide for the regulation of trees within the City.

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

SECTION 1. In General.

The Code of the City of Bisbee is hereby amended by amending Chapter 9 – Health and Sanitation; and Cemetery, by creating a new Article 9.9 – Trees, which shall read as follows:

ARTICLE 9.9 TREES

9.9.1 Purpose

This Article is enacted to enhance the quality of life and the present and future health, safety, and welfare of all residents, to enhance property values, and to ensure proper planting and care of trees on public property, the City Council herein delegates the authority and responsibility for managing public trees, establishes practices governing the planting and care of trees on public property, and makes provision for the emergency removal of trees on private property under certain conditions.

9.9.2 Definitions

- A. “City” - The City of Bisbee, Cochise County, Arizona and/or the City Manager and the Public Works Department.
- B. “City Arborist” - An (existing) employee of the City designated by the Director of the Public Works Department.
- C. “Contractor”- a person or company that undertakes a contract to provide landscape maintenance, arboricultural services, or construction services for the City.
- D. “Damage” – any injury to or destruction of a tree, including but not limited to: uprooting; severance of all or part of the root system or main trunk; storage of material on or compaction of surrounding soil; a substantial change in the natural grade above a root system or around a trunk; surrounding the tree with impervious paving materials; or any trauma caused by accident or collision.
- E. “Nuisance” – any tree, or limb thereof, that has an infectious disease or insect; is dead or dying; obstructs the view of traffic signs or the free passage of pedestrians or vehicles; or threatens public health, safety, and welfare.
- F. “Parkway” – the area along a public street between the curb and the sidewalk; or if there is no curb or sidewalk, the unpaved portion of the area between the street right-of-way line and the paved portion of the street or alley.
- G. “Public property” – all grounds and rights-of-way (ROWs) owned or maintained by the City.
- H. “Public tree” – any tree or woody vegetation on city-owned or city-maintained property or rights-of-way.
- I. “Top or Topping” – the non-standard practice of cutting back limbs to stubs within a tree’s crown to such a degree as to remove the normal canopy and disfigure the tree.

9.9.3 Administration

A. The Public Works Director and/or their designee, hereinafter referred to as the “Director”, shall have full authority and responsibility to plant, prune, maintain and remove trees and woody plants growing in or upon all municipal streets, rights-of-way, city parks, and other public property. This shall include the removal of trees that may threaten electrical, telephone, gas, or any municipal water or sewer line, deemed a hazard or public nuisance, or any tree that is affected by fungus, insect, or other pest disease.

B. All officers and investigators of the City Police Department, the City building official, code enforcement officers, building inspectors, code enforcement specialists, and the City Arborist are authorized to issue notices to comply and citations for violations of this Code within City jurisdiction.

9.9.4 Duties and Responsibilities

A. It shall be the responsibility of the Public Works Department to study, investigate, counsel and develop and/or update every ten (10) years, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas.

B. All City departments shall coordinate as necessary with the Director and will provide services as required to ensure compliance with this Article as it relates to streets, alleys, rights-of-way, drainage, easements, and other public properties not under direct jurisdiction of the Director.

9.9.5 Tree Planting and Care Standards

A. The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

B. The City may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with any injurious fungus, insect or other pest.

C. Only Ornamental trees (20 feet or less in height at maturity) may be planted under or within 15 lateral feet of any overhead utility wire. The maintenance of municipal trees for utility clearance shall conform to all applicable utility industry standards.

D. No tree may be planted within the visibility triangle of a street intersection or within 10 feet of a fire hydrant.

E. With the exception of required maintenance, no person shall damage, cut, carve, attach any rope, wire, nails, advertising posters, or other contrivance to any municipal tree; allow any gaseous, liquid, chemical, or solid substance that is harmful to municipal trees to come in contact with them; or set fire or permit fire to burn when such fire or the heat will injure any portion of any municipal tree.

F. It shall be unlawful for any person, firm, or corporation to “top” any municipal tree. Trees severely damaged by storms or other causes, where best pruning practices are impractical, may be exempted from this provision at the determination of the Director.

G. Any person, firm, corporation, or city department performing construction near any public tree(s) shall consult with the Director. It shall employ appropriate measures to protect the tree(s), according to procedures established by the Director.

9.9.6 Certain trees declared a nuisance.

A. Any tree, or limb thereof, on private property determined by the Director to have contracted a lethal, communicable disease or insect; to be dead or dying; to obstruct the view of traffic signs or the free passage of pedestrians or vehicles; or that threatens public health, safety, and welfare is declared a nuisance and the City may require its treatment or removal.

B. Private property owners have the duty, at their own expense, to remove or treat nuisance trees on their property. The City may remove such trees at the owner's expense if the owner does not comply with treatment and/or removal as specified by the Director within the written notification period.

C. No property owner shall allow a tree, or other plant growing on his or her property to obstruct or interfere with pedestrians or the view of drivers, thereby creating a hazard. If an obstruction persists, the Director shall notify the property owner to prune or remove the tree or plant. If the owner fails to comply with the notice, the City may undertake the necessary work and charge the cost to the property owner.

9.9.7 Municipal Tree Removal & Replacement

A. Municipal trees shall not be removed without a permit issued by the City.

B. An abutting property owner who desires to remove a municipal tree shall apply to the City a permit on forms provided for such purpose by the City. The City may grant or deny the permit in accordance with the following procedures and requirements.

(1) Replacement. If a permit to allow tree removal is issued, it shall require a tree or trees be planted on the site and within the right-of-way to replace the

removed tree or the permit shall impose an in-lieu fee unless it makes written findings detailing the basis for waiving or modifying this requirement.

(a) Replacement tree(s) shall be chosen from the City's recommended tree list.

(b) If the tree to be removed has a diameter at breast height ("DBH") of less than 6 inches or it is a non-desirable species as determined by the City, it shall be replaced with one (1) 15-gallon or larger tree.

(c) If the tree to be removed has a diameter at breast height ("DBH") of 6 inches to 12 inches, it shall be replaced with two (2) 15-gallon or larger trees.

(d) If the tree to be removed has a diameter at breast height ("DBH") greater than 12 inches, it shall be replaced with (3) 15-gallon or larger trees.

(2) In-Lieu Fees. If a permit is granted for tree removal and an in-lieu fee required, the in-lieu fee shall be determined by the City based on the estimated replacement value of the tree to be removed. In-lieu fees may be required if the lot in question is inadequate in size to accommodate the required replacement tree.

(3) Municipal Tree Fund. Monies collected from in-lieu fees and penalties shall be credited to a Municipal Tree Fund to be used for care and maintenance of municipal trees and to offset the loss of municipal trees due to removal, destruction, or death. Persons may donate money for the purpose of tree planting and maintenance and said donations shall be credited to the Municipal Tree Fund.

9.9.8 Penalty

A. Unless otherwise specifically provided for in this Article, any person or corporation who shall violate any provision of this Article shall be deemed guilty of a class 1 misdemeanor, and shall be punished as provided in Article 1.8 of this Code.

B. Any and all amounts paid or collected pursuant to this subsection, with the exception of enforcement and administrative costs, shall be deposited into a Municipal Tree Fund.

SECTION 2. Providing For Repeal of Conflicting Ordinances.

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the City Code adopted herein, are hereby repealed.

SECTION 3. Providing For Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of the City Code adopted herein, 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 thereof.

SECTION 4. Penalties.

A violation of the Ordinance is subject to the following fines and penalties:

- A. Unless otherwise specifically provided for in this Article, any person or corporation who shall violate any provision of this Article shall be deemed guilty of a class 1 misdemeanor, and shall be punished as provided in Article 1.8 of the Bisbee City Code.
- B. Any and all amounts paid or collected pursuant to this subsection, with the exception of enforcement and administrative costs, shall be deposited into a Municipal Tree Fund.

SECTION 5. Effective Date.

This Ordinance shall be effective from 30 days after the date written below.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Bisbee on this ___ day of _____, 2026.

APPROVED:

Ken Budge, Mayor

ATTEST:

Ashlee Coronado, City Clerk

APPROVED AS TO FORM:

Joseph D. Estes, City Attorney
Pierce Coleman, PLLC

**REQUEST FOR MAYOR & COUNCIL ACTION****Session of: April 21, 2026**☒ **Regular** ☐ **Special****DATE ACTION SUBMITTED:** April 7, 2026**REGULAR** ☐ **CONSENT** ☐**TYPE OF ACTION:****RESOLUTION** ☐ **ORDINANCE** ☐ **FORMAL ACTION** ☐ **OTHER** ☐**SUBJECT:** **Discussion and Possible Approval of Airport Engineering and Planning Services for the Bisbee Municipal Airport.****FROM:** **Matthew Gurney, Public Works Director****RECOMMENDATION:** **Approval****PROPOSED MOTION:** **I move to approve Dibble & Associates Consulting Engineers, Inc. for airport engineering services and Coffman Associates, Inc. for airport planning services for the Bisbee Municipal Airport.**

DISCUSSION: The City of Bisbee issued a Request for Qualifications (RFQ) to solicit qualified consultants to provide airport engineering and airport planning services for the Bisbee Municipal Airport. These professional services are necessary to support ongoing airport operations, regulatory compliance, grant-funded capital improvements, and long-term planning efforts in coordination with the Federal Aviation Administration (FAA) and the Arizona Department of Transportation Aeronautics (ADOT AERO).

In response to the RFQ, the city received three submittals for airport engineering services and one submittal for airport planning services. A review committee consisting of City staff and Airport Commission members evaluated all submittals. The review was based on demonstrated experience with similar airports, qualifications of assigned personnel, understanding of project needs, familiarity with FAA and ADOT requirements, and overall ability to support the City's airport objectives.

Following the evaluation process, the review committee determined that Dibble & Associates Consulting Engineers, Inc. is the most qualified firm to provide airport engineering services. Dibble & Associates has extensive experience delivering airport engineering, design, and construction administration services for general aviation airports throughout Arizona. Their qualifications include expertise in airfield pavement, lighting, drainage, and FAA compliance, as well as strong working relationships with the FAA Phoenix Airports District Office and the ADOT Aeronautics Group. Dibble's familiarity with Bisbee Municipal Airport and similar facilities positions them well to support both current operational needs and future infrastructure improvements.

For airport planning services, the review committee determined that Coffman Associates, Inc. is the most qualified firm. Coffman Associates specializes in airport planning and has significant experience preparing airport master plans, airport layout plan (ALP) updates, environmental documentation, and airport capital improvement programs. Their experience includes extensive coordination with the FAA and ADOT and completion of planning projects for numerous general aviation airports throughout Arizona and the Southwest.

Approval of this item will allow the City to proceed with professional airport engineering and planning services necessary to maintain regulatory compliance, pursue applicable grant funding, and support the continued development and improvement of the Bisbee Municipal Airport.

FISCAL IMPACT: N/A

DEPARTMENT LINE-ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared by:



**Matthew Gurney,
Public Works Director**

Reviewed by:



**Ashlee Coronado,
Interim City Manager**



BID OPENING FORM

BID TITLE: **Airport Engineering Services**

BIDS OPENED AT Time: 4:30PM
 Date: February 24, 2026
 Place: Bisbee City Hall

BID OPENING ATTENDEES:

Ashlee Coronado, City Clerk

Matthew Gurney, Public Works Director

NUMBER OF BIDS RECEIVED: 3

BIDDER INFORMATION:

1. Kimley Horn
2046 Riverview Auto Drive, Suite 400
Mesa, AZ 5201
2. Dibble
1640 S. Stapley, Suite 251
Mesa, AZ 85204
3. Lochner
2345 S. Alma Rd, Suite 208
Mesa, AZ 85210

Ashlee Coronado
City Clerk

Matthew Gurney
Public Works Director

Airport Engineering RFQ – Final Evaluation Report

Evaluation Factors & Weights

Relevant Airport Engineering Experience	25%
Qualifications of Assigned Personnel	20%
Project Understanding & Technical Approach	20%
Project Management & Scheduling	15%
Past Performance & References	10%
DBE Participation and/or Local Knowledge	10%

Final Average Scores

Firm	Final Average Score
Dibble	97.0 / 100
Lochner	95.5 / 100
Kimley-Horn	92.5 / 100

Final Ranking

1. Dibble – 97.0
2. Lochner – 95.5
3. Kimley-Horn – 92.5

Recommendation

Based on the evaluation results and final averaged scores, the evaluation committee recommends Dibble as the most qualified firm to provide Airport Engineering Services for the City of Bisbee.

Airport Planning RFQ – Final Evaluation Report

Evaluation Factors & Weights

Factor	Weight
Relevant Airport Planning Experience	25%
Qualifications of Assigned Personnel	20%
Understanding of Planning Process & FAA Standards	20%
Project Management & Schedule Control	15%
Past Performance & References	10%
DBE Participation and/or Local Familiarity	10%

Reviewer Scores

Reviewer	Score
Eric Swisher	95
Matthew Gurney	100
Richard Stein	95
Logan Dodd	97
Melissa Hartman	98

Final Average Score: 97/100

Key Observations

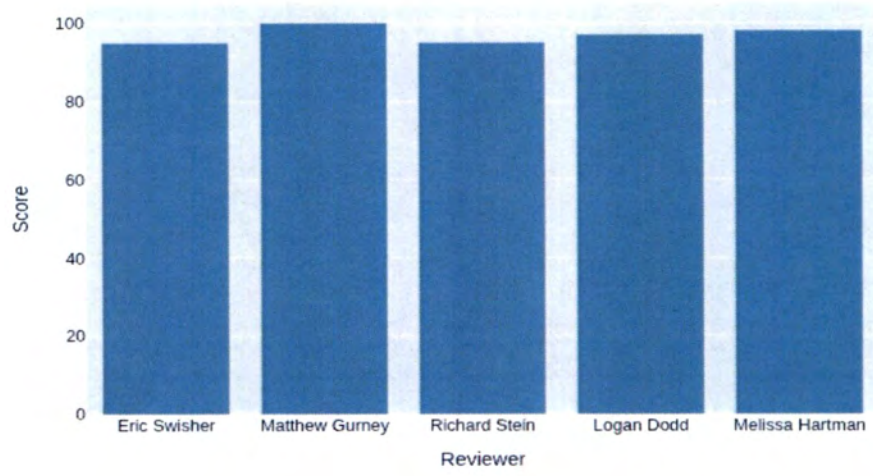
Strengths:

- Strong relevant airport planning experience across all reviewers.
- High marks for understanding FAA standards and planning processes.
- Positive comments on stakeholder engagement and long-term planning strategies (noted by reviewer 'Melissa Hartman').

Areas for Improvement:

- Slightly lower scores in project management and schedule control for some reviewers.
- DBE participation and local familiarity were consistent but not exceptional.

Reviewer Scores



Airport Planning RFQ – Scoring Sheet

Evaluation Factor	Weight	Score (0-Weight)
Relevant Airport Planning Experience	25	<u>22</u>
Qualifications of Assigned Personnel	20	<u>20</u>
Understanding of Planning Process & FAA Standards	20	<u>20</u>
Project Management & Schedule Control	15	<u>13</u>
Past Performance & References	10	<u>10</u>
DBE Participation and/or Local Familiarity	10	<u>10</u>
Total	100	<u>95</u>

Reviewer: Eric Swisher Date: 9-23-25


Airport Planning RFQ – Scoring Sheet

Evaluation Factor	Weight	Score (0-Weight)
Relevant Airport Planning Experience	25	<u>25</u>
Qualifications of Assigned Personnel	20	<u>20</u>
Understanding of Planning Process & FAA Standards	20	<u>20</u>
Project Management & Schedule Control	15	<u>15</u>
Past Performance & References	10	<u>10</u>
DBE Participation and/or Local Familiarity	10	<u>10</u>
Total	100	<u>100</u>

Reviewer: Matthew Date: 9/24/25

Airport Planning RFQ – Scoring Sheet

Evaluation Factor	Weight	Score (0-Weight)
Relevant Airport Planning Experience	25	<u>25</u>
Qualifications of Assigned Personnel	20	<u>25</u>
Understanding of Planning Process & FAA Standards	20	<u>20</u>
Project Management & Schedule Control	15	<u>15</u>
Past Performance & References	10	<u>10</u>
DBE Participation and/or Local Familiarity	10	<u>5</u>
Total	100	<u>95</u>

Reviewer: RICHARD STEIN Date: 9/23/25

Airport Planning RFQ – Scoring Sheet

Evaluation Factor	Weight	Score (0-Weight)
Relevant Airport Planning Experience	25	<u>25</u>
Qualifications of Assigned Personnel	20	<u>20</u>
Understanding of Planning Process & FAA Standards	20	<u>20</u>
Project Management & Schedule Control	15	<u>13</u>
Past Performance & References	10	<u>9</u>
DBE Participation and/or Local Familiarity	10	<u>10</u>
Total	100	<u>97</u>

Reviewer: Logan C. Donald Date: 9/25/25

Airport Planning RFQ – Scoring Sheet

Evaluation Factor	Weight	Score (0-Weight)
Relevant Airport Planning Experience	25	<u>25</u>
Qualifications of Assigned Personnel	20	<u>20</u>
Understanding of Planning Process & FAA Standards	20	<u>20</u>
Project Management & Schedule Control	15	<u>13</u>
Past Performance & References	10	<u>10</u>
DBE Participation and/or Local Familiarity	10	<u>10</u>
Total	100	<u>98</u>

Reviewer: m2partman Date: 9-14-2025

Comments:

- Their inclusion of airport committee & surrounding properties were impressive
- Much experience in AZ. with similar size airports
- Long term planning for:
 1. Compliance
 2. future funding
 3. Better usage of airport
 4. Make self sufficient
- Commitment to Stakeholders