

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 1, 2025, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____.

ROLL CALL

COUNCIL

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

STAFF

Stephen J. Pauken, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Joelle Landers, 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:

CALL TO THE PUBLIC

"During the proper time on the agenda, taxpayers or residents of the city, or their authorized representatives, may address the council on any matter concerning the City's business or any matter over which the council has control (oral presentations shall not be repetitious and shall be confined to 3 minutes' maximum duration.)" Ordinance O-91-29. Comments on matters on the agenda are to be made at the time the Council considers the item. The Council may not discuss or take legal action on a matter raised during the call to the public. Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be placed on a future agenda if the matter is not already on the agenda. Arizona Revised Statute ("A.R.S.") § 38-431.01(H).

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, March 18, 2025.

Ashlee Coronado, City Clerk

- B. Approval of the Appointment of Kathleen Buchanan to the Board of Adjustment with a waiver for residency requirement.

Ashlee Coronado, City Clerk

- C. Approval of the Appointment of Tim Foster to the Planning and Zoning Commission with a waiver for residency requirement.

Ashlee Coronado, City Clerk

- D. Approval of the Park, Facility and Right-of-Way Use Permit for a Film Shoot between 41 and 94 Main Street on Monday, April 21, 2025, from 6:00am to 9:00am and Subway Street and Shearer Avenue and Subway Street and Tack Avenue from 9:00am to 1:00pm.

Ashlee Coronado, City Clerk

- E. Approval of the Park, Facility and Right-of-Way Use Permit for a Film Shoot on Erie Street on Monday, April 21, 2025, from 2:00pm to 5:00pm.

Ashlee Coronado, City Clerk

OLD BUSINESS

NEW BUSINESS

- 3. Public Hearing and Discussion and Possible Approval of a Liquor License Application for the Bisbee Table located at 2 Copper Queen Plaza, Bisbee, AZ.

Ashlee Coronado, City Clerk

- 4. Discussion and Possible Approval of the updated Community Services Officer Job Description for the Bisbee Police Department.

Ashlee Coronado, City Clerk

- 5. 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 76 Erie Street, 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.

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-1020100 GASOLINE INVENTORY							
3551	SENERGY PETROLEUM	SEN-1006344	UNLEADED FUEL	03/12/2025	5,404.34	.00	
10-1020200 DIESEL INVENTORY							
3551	SENERGY PETROLEUM	SEN-1006344	DIESEL FUEL	03/12/2025	1,866.81	.00	
10-2020203 DENTAL INSUR PAYABLE							
2233	DELTA DENTAL of ARIZONA	RIS000628840	Delta premiums for April 2025	03/21/2025	2,885.04	2,885.04	03/24/2025
2233	DELTA DENTAL of ARIZONA	RIS000628841	Delta premiums for April 2025-Buy	03/21/2025	1,110.58	1,110.58	03/24/2025
10-2020802 DEFERRED COMPENSATION PAYABLE							
1623	NATIONWIDE RETIREMENT SO	25-0315	Ruiz, Gabriel PPE 03/15/2025	03/26/2025	508.19	508.19	03/26/2025
1623	NATIONWIDE RETIREMENT SO	25-0315	EE&ER COB PPE 03/15/2025	03/26/2025	2,582.63	2,582.63	03/26/2025
1623	NATIONWIDE RETIREMENT SO	25-0315	EE&ER FIRE PPE 03/15/2025	03/26/2025	2,713.58	2,713.58	03/26/2025
10-2020818 UNION DUES PAYABLE							
3677	AZ COPS	PPE 03-15-202	Police union dues for PPE 03/15/2	03/18/2025	173.00	173.00	03/19/2025
1147	BISBEE FIREFIGHTERS LOCAL	PPE 03-15-202	Fire Union Dues for PPE 03/15/20	03/18/2025	427.50	427.50	03/19/2025
10-2021001 HEALTH INSURANCE PAYABLE							
6917	BLUE CROSS BLUE SHIELD OF	037849-04-25-	Health insurance premium Buy-up	03/25/2025	24,741.62	24,741.62	03/25/2025
6917	BLUE CROSS BLUE SHIELD OF	037849-04-25-	Health Insuranse premium Core P	03/25/2025	35,720.23	35,720.23	03/25/2025
6917	BLUE CROSS BLUE SHIELD OF	037849-04-25-	Health Insurance premium HD-Ap	03/25/2025	6,489.67	6,489.67	03/25/2025
6917	BLUE CROSS BLUE SHIELD OF	037849-04-25-	Health Insurance premium HAS PI	03/25/2025	2,409.59	2,409.59	03/25/2025
10-2021002 ADDITIONAL LIFE INSUR PAYABLE							
5455	MUTUAL OF OMAHA	1862474775	Volunaty Life & AD&D	03/17/2025	769.50	769.50	03/24/2025
5455	MUTUAL OF OMAHA	1862474775	Employer Pd. Life Ins. - April 2025	03/17/2025	921.91	921.91	03/24/2025
10-2021005 AFLAC INSURANCE PAYABLE							
2111	AFLAC	494319	AFLAC invoice for March	03/24/2025	1,376.94	1,376.94	03/24/2025
10-2021007 VISION CARE INSUR PAYABLE							
2344	VISION SERVICE PLAN	822476020	Vision Care for April 2025	03/18/2025	1,324.42	1,324.42	03/19/2025
10-2024000 PAYROLL GARNISHMENTS PAYABLE							
3271	SUPPORT PAYMENT CLEARING	25-0315	Child Support Payments for PPE	03/18/2025	625.39	625.39	03/19/2025
10-34-10700 PUBLIC COPY FEES							
1388	ELIZABETH ANDREWS	25-0325	DRB #25-38 REFUND	03/25/2025	100.00	.00	
Total :					92,150.94	84,779.79	
CITY MANAGER							
10-51-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - City Manager	03/17/2025	22.43	22.43	03/24/2025
10-51-24000 PHONES							
6050	VERIZON	6108432961	City Manager	03/13/2025	51.00	51.00	03/24/2025
Total CITY MANAGER:					73.43	73.43	
FINANCE DEPARTMENT							
10-52-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Finance	03/17/2025	100.55	100.55	03/24/2025
10-52-12500 RECRUITMENT/EMPLOYEE TESTING							
6943	CORPORATE PAYMENT SYSTE	25-0310	BACKGROUND CHECK	03/10/2025	7.40	7.40	03/26/2025
10-52-13400 EDUCATION & TRAINING							
6943	CORPORATE PAYMENT SYSTE	25-0310	GFOA WEBINAR	03/10/2025	75.00	75.00	03/26/2025
10-52-34000 CONTRACT SERVICES							
6954	ARIZONA WATER COMPANY	25-0312	Water Reports - February 2025	03/12/2025	125.00	125.00	03/17/2025
10-52-41500 OFFICE SUPPLIES							
6340	ODP BUSINESS SOLUTIONS, LL	409160577001	LABELS, HEAVY DUTY STAPLE	03/10/2025	40.07	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6340	ODP BUSINESS SOLUTIONS, LL	409207357001	HEAVY DUTY STAPLES	03/07/2025	4.79	.00	
6340	ODP BUSINESS SOLUTIONS, LL	413840127001	INK/HP	03/15/2025	22.36	.00	
6340	ODP BUSINESS SOLUTIONS, LL	413840431001	INK/HP	03/17/2025	76.86	.00	
Total FINANCE DEPARTMENT:					452.03	307.95	
CITY CLERK							
10-53-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - City Clerk	03/17/2025	42.09	42.09	03/24/2025
10-53-24000 PHONES							
6050	VERIZON	6108432961	City Clerk	03/13/2025	36.76	36.76	03/24/2025
10-53-42040 ADVERTISING							
1153	BISBEE OBSERVER	10774	O25-03 3/13, 20, 2025	03/20/2025	84.63	.00	
1153	BISBEE OBSERVER	10775	O-25-01 3/13, 20, 2025	03/20/2025	117.40	.00	
1153	BISBEE OBSERVER	10776	O-25-02 3/13, 20, 2025	03/20/2025	166.10	.00	
10-53-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	25-0310	MONITORS	03/10/2025	209.16	209.16	03/26/2025
Total CITY CLERK:					656.14	288.01	
COMMUNITY DEVELOPMENT							
10-54-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Community Development	03/17/2025	22.43	22.43	03/24/2025
10-54-21000 ELECTRIC - SHELTER							
1097	AZ PUBLIC SERVICE (2 of 3)	1587010000-0	938 Tovreaville Rd Kennel #15870	03/17/2025	155.89	155.89	03/24/2025
10-54-24000 PHONES							
4192	CENTURY LINK	333493134-03-	ANIMAL SHELTER 520-432-6020	03/13/2025	45.75	45.75	03/24/2025
10-54-24001 INTERNET FEES - SHELTER							
4059	SPARKLIGHT	25-0323/AS	Internet Svc-Animal Shelter- 1012	03/16/2025	84.69	84.69	03/24/2025
10-54-24050 PHONES-COMMUNITY DEVELOPMENT							
6050	VERIZON	6108432961	City Planner	03/13/2025	92.93	92.93	03/24/2025
10-54-34000 CONTRACT SERVICES							
1390	CLOUDPERMIT INC	2330	CloudPermit implementation	03/19/2025	250.00	.00	
10-54-42040 ADVERTISING							
1153	BISBEE OBSERVER	10760-25	PUBLIC NOTICE 3/13/2025	03/11/2025	43.16	.00	
1153	BISBEE OBSERVER	10773	3/20/2025 PUBLIC NOTICE - PU	03/20/2025	43.16	.00	
10-54-43500 POSTAGE							
6943	CORPORATE PAYMENT SYSTE	25-0310	USPS STAMPS	03/10/2025	250.00	250.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	STAMPS.COM	03/10/2025	85.22	85.22	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	STAMPS.COM	03/10/2025	33.02	33.02	03/26/2025
10-54-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	25-0310	LAPTOP FOR MELISSA HARTM	03/10/2025	1,100.99	1,100.99	03/26/2025
1389	TRULY NOLEN	250226414	TERMITE INFESTATION REPOR	03/23/2025	125.00	.00	
10-54-46542 ANIMAL SHELTER EXPENSES							
3163	AZ STATE PRISON Cmplx-DOU	D08152820250	AS-LABOR	03/17/2025	48.00	.00	
3163	AZ STATE PRISON Cmplx-DOU	D08152820250	AS-MILEAGE	03/18/2025	70.12	.00	
Total COMMUNITY DEVELOPMENT:					2,450.36	1,870.92	
ADMINISTRATION & GENERAL GOV'T							
10-55-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Admin. Asst.	03/17/2025	18.56	18.56	03/24/2025
10-55-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	1097842562-0	Tovreaville Rd #1097842562	03/17/2025	22.55	22.55	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	4059328029-0	76 Erie St. - #4059328029	03/11/2025	434.55	434.55	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	7290017491-0	2118 Newell St. Naco #72900174	03/17/2025	130.92	130.92	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	7844595365-0	915 Tovreaville Rd. Ste 2 #784459	03/06/2025	96.49	96.49	03/17/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-55-22000 WATER							
1106	ARIZONA WATER COMPANY	03109049403-	76 Erie St./Lowell Plaza #031090	03/17/2025	45.73	45.73	03/24/2025
1106	ARIZONA WATER COMPANY	03112054102-0	118 Arizona St #03112054102	03/20/2025	293.48	293.48	03/24/2025
10-55-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	910002390297	76 Erie St.-#910002390297	03/14/2025	164.78	164.78	03/24/2025
10-55-24000 PHONES							
4192	CENTURY LINK	333741120-03-	FAX 520-432-7647 333741120	03/13/2025	37.55	37.55	03/24/2025
4192	CENTURY LINK	333911281-03-	CITY HALL 520-432-7380 333911	03/13/2025	118.94	118.94	03/24/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BROADVOICE PHONES FOR CI	03/10/2025	714.87	714.87	03/26/2025
10-55-24001 INTERNET ACCESS							
6050	VERIZON	6108432961	City Hall Router	03/13/2025	40.45	40.45	03/24/2025
10-55-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	25-0310	ZOOM.COM	03/10/2025	111.96	111.96	03/26/2025
Total ADMINISTRATION & GENERAL GOVT:					2,230.83	2,230.83	
PERSONNEL							
10-56-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Personnel	03/17/2025	22.43	22.43	03/24/2025
10-56-12500 RECRUITMENT/EMPLOYEE TESTING							
1219	BISBEE PETTY CASH	25-0320	FLORAL ARRANGEMENT-SAIRA	03/20/2025	100.00	100.00	03/24/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	CRAIGSLIST RECRUITMENT	03/10/2025	30.00	30.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	RECRUITMENT BEREAVEMENT	03/10/2025	22.84	22.64	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	FEBRUARY 2025 SPONSORED	03/10/2025	58.98	58.98	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	RECRUITMENT FLYERS	03/10/2025	10.95	10.95	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	RECRUITMENT BEREAVEMENT	03/10/2025	62.40	62.40	03/26/2025
10-56-24000 PHONES							
6050	VERIZON	6108432961	HR	03/13/2025	36.38	36.38	03/24/2025
10-56-41500 OFFICE SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	25-0310	TONER	03/10/2025	89.78	89.78	03/26/2025
Total PERSONNEL:					433.56	433.56	
LEGAL SERVICES							
10-57-34000 CONTRACT SERVICES							
6849	PIERCE COLEMAN PLLC	30289	GENERAL LEGAL SERVICES - F	03/06/2025	7,719.00	.00	
Total LEGAL SERVICES:					7,719.00	.00	
WATER SYSTEMS							
10-58-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6224970000-0	Douglas RD Pump - #622497000	03/11/2025	44.42	44.42	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	7117441000-02	Tombstone Cyn Pump #71174410	03/06/2025	614.02	614.02	03/17/2025
Total WATER SYSTEMS:					658.44	658.44	
INFORMATION SYSTEMS							
10-59-31000 PROFESSIONAL FEES							
6343	EXECUTECH PHOENIX	PHX-210374	IT SERVICES AGREEMENT	03/15/2025	4,940.17	.00	
6343	EXECUTECH PHOENIX	PHX-210451	RECURRING PRODUCTS MONT	03/15/2025	1,899.62	.00	
10-59-55200 NON CAP EQUIP PURCHASES							
6943	CORPORATE PAYMENT SYSTE	25-0310	HDMI CORDS	03/10/2025	37.34	37.34	03/26/2025
Total INFORMATION SYSTEMS:					6,877.13	37.34	
POLICE DEPARTMENT							
10-62-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD/LTD - Police (Non-Sworn)	03/17/2025	60.40	60.40	03/24/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5455	MUTUAL OF OMAHA	1862474775	STD - Police Officers (Sworn)	03/17/2025	580.74	580.74	03/24/2025
10-62-12500 RECRUITMENT/EMPLOYEE TESTING							
6943	CORPORATE PAYMENT SYSTE	25-0310	BACKGROUND CHECK	03/10/2025	52.98	52.98	03/26/2025
10-62-13100 BUSINESS TRAVEL							
6943	CORPORATE PAYMENT SYSTE	25-0310	LDG FOR FORENSIC TRNG-VAL	03/10/2025	333.66	333.66	03/26/2025
10-62-13400 EDUCATION & TRAINING							
6943	CORPORATE PAYMENT SYSTE	25-0310	RGSTRN FEES-FORENSIC TRN	03/10/2025	515.00	515.00	03/26/2025
10-62-13500 SUBSCRIPTIONS & MEMBERSHIPS							
6943	CORPORATE PAYMENT SYSTE	25-0310	AACOP MMBRSHP DUES-COX	03/10/2025	350.00	350.00	03/26/2025
10-62-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0546921000-0	1 W HWY 92 Police #054692100	03/14/2025	569.48	569.48	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	0625720000-0	938 BTovreaville Rd Impound Lot	03/17/2025	62.18	62.18	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	8692621000-0	129 Tank Hill D - #8692621000	03/10/2025	132.83	132.83	03/17/2025
10-62-22000 WATER							
1106	ARIZONA WATER COMPANY	03109045754-	35 HWY 92 T/CIR #03109045754	03/17/2025	104.24	104.24	03/24/2025
10-62-24000 PHONES							
4192	CENTURY LINK	333740667-03-	POLICE 520-432-2261 33374066	03/13/2025	32.12	32.12	03/24/2025
8943	CORPORATE PAYMENT SYSTE	25-0310	BROADVOICE PHONES FOR P	03/10/2025	648.11	648.11	03/26/2025
8050	VERIZON	6108432961	Police	03/13/2025	900.52	900.52	03/24/2025
8050	VERIZON	6108432961	Animal Control	03/13/2025	40.01	40.01	03/24/2025
10-62-24001 INTERNET ACCESS FEES							
4059	SPARKLIGHT	25-0323/BPD	Internet Svc-Police Department -	03/16/2025	180.92	180.92	03/24/2025
6050	VERIZON	6108432961	Police Air Cards	03/13/2025	80.02	80.02	03/24/2025
6050	VERIZON	6108443645	Police Air Cards	03/13/2025	481.68	481.68	03/24/2025
10-62-34000 CONTRACT SERVICES							
1499	RICOH USA, INC	40326869	LEASE CONTRACT 2 COPIERS/	03/14/2025	156.12	.00	
10-62-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLX-DOU	D08190020250	PD-MILEAGE	03/05/2025	33.05	.00	
3163	AZ STATE PRISON CMLX-DOU	D08190720250	PD-LABOR	03/17/2025	35.00	.00	
10-62-41500 OFFICE SUPPLIES							
6943	CORPORATE PAYMENT SYSTE	25-0310	OFFICE SUPPLIES	03/10/2025	37.61	37.61	03/26/2025
8943	CORPORATE PAYMENT SYSTE	25-0310	OFFICE SUPPLIES	03/10/2025	24.20	24.20	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	OFFICE SUPPLIES	03/10/2025	11.00	11.00	03/26/2025
10-62-43500 POSTAGE							
6943	CORPORATE PAYMENT SYSTE	25-0310	STAMPS	03/10/2025	25.00	25.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	POSTAGE MNTHLY CHRGS	03/10/2025	22.01	22.01	03/26/2025
10-62-45300 CUSTODIAL SUPPLIES							
4872	WAXIE SANITARY SUPPLY	83091022	CUSTODIAL SUPPLIES	03/11/2025	13.79	.00	
10-62-46000 OPERATIONAL EXPENSES							
1659	ACE HARDWARE	43033	SUPPLIES	03/06/2025	65.17	.00	
6943	CORPORATE PAYMENT SYSTE	25-0310	SUPPLIES FOR K9 OFFICER KO	03/10/2025	83.88	83.88	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LATENT PRINT KIT	03/10/2025	239.13	239.13	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	CRIME SCENE TAPE	03/10/2025	132.01	132.01	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	K9 OFFICER KORA URGENT CA	03/10/2025	870.02	870.02	03/26/2025
2023	VILLA, JESUS	25-0306	REIMBURSEMENT-K9 OFCR SP	03/06/2025	41.12	.00	
10-62-46623 CITY AUCTION EXPENSES							
6943	CORPORATE PAYMENT SYSTE	25-0310	ADOT TITLES-CITY AUCTION V	03/10/2025	8.00	8.00	03/26/2025
10-62-46624 MOVING, TOWING, STORAGE EXP							
7000	BARNETT'S TOWING, LLC	484544	TOWING SERVICES/B25-2281	03/18/2025	236.25	.00	
7000	BARNETT'S TOWING, LLC	484574	TOWING SERVICES/B25-1440	02/15/2025	210.00	.00	
7000	BARNETT'S TOWING, LLC	484684	TOWING SERVICES/B25-1917	03/05/2025	262.50	.00	
7000	BARNETT'S TOWING, LLC	484703	TOWING SERVICES/B25-2234	03/16/2025	420.00	.00	
7000	BARNETT'S TOWING, LLC	484704	TOWING SERVICES/B25-2234	03/16/2025	420.00	.00	
10-62-55000 EQUIPMENT REPAIR & MAINT							
5870	A.L.E.R.T.	25-1135	REAPIR & MAINTENANCE-RAD	03/11/2025	766.97	.00	
10-62-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	364447	AUTO PARTS-B3	03/20/2025	55.91	.00	
1854	W R RYAN - FIRESTONE	T33449	REPAIR TIRE-B17	03/07/2025	31.61	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-62-62003 GASOLINE							
6943	CORPORATE PAYMENT SYSTE	25-0310	FUEL B13	03/10/2025	20.00	20.00	03/26/2025
1240	GONZALEZ, PEDRO	25-0319	REIMBURSE FOR FUEL B19	03/19/2025	27.07	.00	
2115	NORIEGA, MARK	25-0320	REIMBURSE FOR FUEL-B7	03/20/2025	15.01	.00	
2115	NORIEGA, MARK	25-0321	REIMBURSE FOR FUEL-B7	03/21/2025	20.17	.00	
6763	SKY ISLAND FUELS	1011820	FUEL-B10	03/13/2025	71.58	.00	
6763	SKY ISLAND FUELS	1012035	FUEL-B5	03/14/2025	64.69	.00	
6763	SKY ISLAND FUELS	1012036	FUEL-B24	03/14/2025	41.42	.00	
6763	SKY ISLAND FUELS	1012582	FUEL-B7	03/17/2025	66.57	.00	
6763	SKY ISLAND FUELS	1012731	FUEL-B8	03/17/2025	57.85	.00	
6763	SKY ISLAND FUELS	1012894	FUEL-P42	03/18/2025	22.17	.00	
6763	SKY ISLAND FUELS	1012967	FUEL-B23	03/19/2025	35.98	.00	
6763	SKY ISLAND FUELS	1013027	FUEL-B134	03/19/2025	64.21	.00	
6763	SKY ISLAND FUELS	1013078	FUEL-P42	03/19/2025	25.18	.00	
6763	SKY ISLAND FUELS	1013279	FUEL-P42	03/20/2025	19.73	.00	
6763	SKY ISLAND FUELS	1013302	FUEL-B9	03/20/2025	61.69	.00	
6763	SKY ISLAND FUELS	1013351	FUEL-B17	03/21/2025	30.69	.00	
6763	SKY ISLAND FUELS	1013586	FUEL-B7	03/22/2025	63.32	.00	
6763	SKY ISLAND FUELS	1013971	FUEL-B407	03/24/2025	71.56	.00	
5084	WEX BANK	103642428	FUEL/PD/TCOX	03/23/2025	55.20	55.20	03/24/2025
10-62-91000 CAPITAL EXPENDITURES							
2160	SCOTTSDALE GUN CLUB	2025797	17 HOLOSUN EPS 2MOA GREE	03/25/2025	7,495.55-	7,495.55-	03/26/2025
2160	SCOTTSDALE GUN CLUB	2025797	17 PDP FULL SIZE OPTICS REA	03/25/2025	15,927.89	15,927.89	03/26/2025
Total POLICE DEPARTMENT:					18,571.67	15,065.29	
FIRE DEPARTMENT							
10-64-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD/LTD - Fire	03/17/2025	872.19	872.19	03/24/2025
10-64-12300 UNIFORMS & CLOTHING							
6436	GALLS, LLC	030472634	UNIFORM ALLOWANCE FOR RA	02/14/2025	350.68	.00	
6436	GALLS, LLC	030481903	UNIFORM ALLOWANCE FOR RA	02/15/2025	56.29	.00	
10-64-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	9079721000-0	192 Hwy 92 Hwy Fire Station #90	03/17/2025	467.62	467.62	03/24/2025
10-64-22000 WATER							
1106	ARIZONA WATER COMPANY	03102028351-	Bisbee Fire Station 2 - #031-02-0	03/10/2025	45.73	45.73	03/17/2025
10-64-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	910001916351	645 Tombstone Cyn - Fire #2- 910	03/14/2025	150.60	150.60	03/24/2025
10-64-24000 PHONES							
4192	CENTURY LINK	333495025-03-	FIRE DEPT QW333495025001 33	03/13/2025	99.99	99.99	03/24/2025
4192	CENTURY LINK	333830226-03-	FIRE DEPT 520-432-4110 333830	03/13/2025	84.69	84.69	03/24/2025
4192	CENTURY LINK	334079108-03-	FIRE DEPT #2 520-432-6022 334	03/13/2025	38.17	38.17	03/24/2025
6050	VERIZON	6108432961	Fire	03/13/2025	372.58	372.58	03/24/2025
10-64-24001 INTERNET ACCESS FEES							
6050	VERIZON	6108432961	Fire Dept Air Card	03/13/2025	140.86	140.86	03/24/2025
10-64-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	25-0310	MONITORS	03/10/2025	209.16	209.16	03/26/2025
6343	EXECUTECH PHOENIX	PHX-209225	NEW COMPUTER	03/11/2025	1,010.74	.00	
10-64-46641 MEDICAL SUPPLIES							
1321	BOUND TREE MEDICAL, LLC	85690547	MEDICAL SUPPLIES	03/10/2025	68.94	.00	
10-64-55200 NON CAP EQUIP PURCHASES							
6943	CORPORATE PAYMENT SYSTE	25-0310	STI-CO WHIP ANTENNA T-81	03/10/2025	77.24	77.24	03/26/2025
10-64-61000 VEHICLE PARTS & LABOR							
1854	W R RYAN - FIRESTONE	T33407	TIRE REPAIR	03/03/2025	31.61	.00	
Total FIRE DEPARTMENT:					4,077.09	2,558.83	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CEMETERY							
10-70-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	215105	PREMIX CONCRETE	03/07/2025	42.35	.00	
6943	CORPORATE PAYMENT SYSTE	25-0310	WATER AND GATORADE	03/10/2025	29.98	29.98	03/26/2025
Total CEMETERY:					72.33	29.98	
BUILDING & MAINTENANCE							
10-74-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Bldg Maintenance	03/17/2025	43.79-	43.79-	03/24/2025
10-74-24000 PHONES							
6050	VERIZON	6108432961	Bldg Maintenance	03/13/2025	82.12	82.12	03/24/2025
10-74-34000 CONTRACT SERVICES							
6172	MMPC	160275	SENIOR CENTER - PEST CONT	03/12/2025	50.00	.00	
6172	MMPC	160332	AIRPORT-PEST CONTROL	03/12/2025	50.00	.00	
10-74-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08190820250	BM-LABOR	03/17/2025	80.00	.00	
10-74-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	215161	MASKING TAPE, DROP CLOTH,	03/11/2025	95.65	.00	
1862	B&D LUMBER & HARDWARE	215283	VARIETY BLADE	03/18/2025	32.18	.00	
1862	B&D LUMBER & HARDWARE	215331	PLASTIC PAIL	03/19/2025	5.64	.00	
10-74-45300 CUSTODIAL SUPPLIES							
4191	GRAINGER	9441620334	CITY HALL-PAPER TOWEL SHE	03/17/2025	68.94	.00	
4191	GRAINGER	9441620342	PARKS-PAPER TOWEL SHEETS	03/17/2025	68.94	.00	
1199	ULINE	190234461	ECO TOILET TISSUE	03/11/2025	216.35	.00	
10-74-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	215284	FINE DRYWL SCREWS	03/18/2025	13.84	.00	
10-74-50100 BLDG REPAIR & MAINT							
1862	B&D LUMBER & HARDWARE	215198	WALL PLATES, REPAIR PATCH,	03/13/2025	78.39	.00	
1862	B&D LUMBER & HARDWARE	215202	JOINT TAPE, SHEETROCK, STU	03/13/2025	33.44	.00	
1862	B&D LUMBER & HARDWARE	215330	ROCKITE CONCRETE	03/19/2025	23.40	.00	
6943	CORPORATE PAYMENT SYSTE	25-0310	(2) THERM. RUBBER WALL COV	03/10/2025	390.69	390.69	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LOCKHART OAK VINYL FLOORI	03/10/2025	324.61	324.61	03/26/2025
Total BUILDING & MAINTENANCE:					1,570.40	753.63	
PUBLIC WORKS ADMINISTRATION							
10-75-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - PW Admin.	03/17/2025	83.06	83.06	03/24/2025
10-75-12500 RECRUITMENT/EMPLOYEE TESTING							
6943	CORPORATE PAYMENT SYSTE	25-0310	BACKGROUND CHECK	03/10/2025	22.20	22.20	03/26/2025
10-75-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2518290000-0	404 Bisbee Rd - #2518290000	03/13/2025	48.20	48.20	03/24/2025
10-75-23000 GAS							
1751	SOUTHWEST GAS CORPORATI	910002556920	404 Bisbee Rd. - #910002556920	03/14/2025	42.42	42.42	03/24/2025
10-75-24000 PHONES							
6050	VERIZON	6108432961	PW	03/13/2025	102.21	102.21	03/24/2025
10-75-41500 OFFICE SUPPLIES							
6340	ODP BUSINESS SOLUTIONS, LL	412422631001	COPY PAPER	03/19/2025	85.97	.00	
10-75-42020 PRINTING & REPRODUCTION							
2412	COPPER QUEEN PUBLISHING	23195	BUSINESS CARDS-ESTRELLA R	03/11/2025	35.02	.00	
10-75-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	25-0310	SCEPTRE 27-INCH MONITOR x4	03/10/2025	440.28	440.28	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	WAVLINK USB C DOCKING STA	03/10/2025	186.07	186.07	03/26/2025
10-75-46000 OPERATIONAL EXPENSES							
6943	CORPORATE PAYMENT SYSTE	25-0310	ADOBE FOR PUBLIC WORKS	03/10/2025	50.13	50.13	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	ACCIDENTAL PURCHASE-REFU	03/10/2025	72.65	72.65	03/26/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PUBLIC WORKS ADMINISTRATION:					1,168.21	1,047.22	
GARAGE							
10-77-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - PW Garage	03/17/2025	22.43	22.43	03/24/2025
10-77-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	Tovreaville Rd Warehouse - 50%	03/17/2025	210.83	210.83	03/24/2025
10-77-24000 PHONES							
6050	VERIZON	6108432961	City Garage	03/13/2025	36.38	36.38	03/24/2025
10-77-24001 INTERNET ACCESS							
4192	CENTURY LINK	333740666-03-	GARAGE INTERNET QW333740	03/13/2025	59.99	59.99	03/24/2025
10-77-34000 CONTRACT SERVICES							
7060	CINTAS	4223772253	CLEANING	03/12/2025	12.35	.00	
7060	CINTAS	4223772262	UNIFORMS	03/12/2025	17.42	.00	
7060	CINTAS	4224522476	CLEANING	03/19/2025	12.35	.00	
7060	CINTAS	4224522493	UNIFORMS	03/19/2025	17.42	.00	
10-77-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	25-0310	PLASTIC SINGLE POCKET WAL	03/10/2025	49.53	49.53	03/26/2025
10-77-55200 NON CAP EQUIP PURCHASES							
6943	CORPORATE PAYMENT SYSTE	25-0310	PROLIFT MOTORCYCLE TABLE	03/10/2025	1,865.49	1,865.49	03/26/2025
Total GARAGE:					2,304.19	2,244.65	
BUILDING INSPECTOR							
10-79-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Bldg Inspector	03/17/2025	40.78	40.78	03/24/2025
10-79-24000 PHONES							
6050	VERIZON	6108432961	Bldg Inspector	03/13/2025	40.79	40.79	03/24/2025
Total BUILDING INSPECTOR:					81.57	81.57	
PARKS							
10-80-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Parks	03/17/2025	56.79	56.79	03/24/2025
10-80-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0655901000-0	E Vista Park - #0655901000	03/13/2025	45.50	45.50	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	3984490000-0	Main St Park - #3984490000	03/10/2025	70.81	70.81	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	6333950000-0	Goar Park - #6333950000	03/11/2025	49.27	49.27	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	6621361000-0	E Vista Court - #6621361000	03/13/2025	76.88	76.88	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	6730341000-0	Brewery Gulch C Park #67303410	03/11/2025	40.53	40.53	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	9158520000-0	Vista Park - #9158520000	03/13/2025	40.53	40.53	03/24/2025
10-80-22000 WATER							
1106	ARIZONA WATER COMPANY	03102062101-	Garfield Park TC- Parks-#031-02-	03/10/2025	164.27	164.27	03/17/2025
1106	ARIZONA WATER COMPANY	03106053651-	Grassy Park- Restrooms 0310605	03/13/2025	284.16	284.16	03/24/2025
1106	ARIZONA WATER COMPANY	03106058001-	City Park Brewery - Parks 031060	03/13/2025	116.31	116.31	03/24/2025
1106	ARIZONA WATER COMPANY	03109012304-	Goar Park -#03109012304	03/17/2025	161.79	161.79	03/24/2025
1106	ARIZONA WATER COMPANY	03109045722-	Traffic Circle #03109045722	03/17/2025	88.39	88.39	03/24/2025
1106	ARIZONA WATER COMPANY	03109069151-	Saginaw Park - Parks # 03109069	03/17/2025	35.54	35.54	03/24/2025
1106	ARIZONA WATER COMPANY	03112047073-0	Az St & Cole Ave Irrigation - 0311	03/20/2025	35.54	35.54	03/24/2025
10-80-24000 PHONES							
6050	VERIZON	6108432961	Parks	03/13/2025	110.93	110.93	03/24/2025
10-80-34000 CONTRACT SERVICES							
7060	CINTAS	4223772283	UNIFORMS	03/12/2025	21.24	.00	
7060	CINTAS	4224522513	UNIFORMS	03/19/2025	21.24	.00	
10-80-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08190620250	PK-LABOR	03/17/2025	190.00	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08190620250	PK-MILEAGE	03/18/2025	288.77	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-80-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	215335	COUPLING COMP	03/19/2025	2.70	.00	
10-80-46802 LANDSCAPING MATERIALS							
1659	ACE HARDWARE	43099	SOIL, COMPOST, HOSE	03/18/2025	59.10	.00	
1659	ACE HARDWARE	43100	SPIKE TREE, FERILIZER, IN SCT	03/18/2025	110.02	.00	
1659	ACE HARDWARE	43106	SOIL, COMPOST	03/19/2025	55.14	.00	
1862	B&D LUMBER & HARDWARE	215142	BLK RUST ENAMEL, MINI FRAM	03/10/2025	131.78	.00	
1862	B&D LUMBER & HARDWARE	215279	WOVEN COVER	03/17/2025	8.76	.00	
1862	B&D LUMBER & HARDWARE	215280	JUM DOVE CVR	03/17/2025	7.79	.00	
1862	B&D LUMBER & HARDWARE	215294	TURNBUCKLE, EYE BOLT, ROP	03/18/2025	25.20	.00	
1862	B&D LUMBER & HARDWARE	215334	POST CAP (24)	03/19/2025	37.35	.00	
1862	B&D LUMBER & HARDWARE	215348	POST CAP, CONCRETE	03/19/2025	19.18	.00	
1862	B&D LUMBER & HARDWARE	215350	POST CAP, PREMIX CONCRETE	03/19/2025	9.59	.00	
Total PARKS:					2,365.10	1,377.24	
SWIMMING POOL							
10-81-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	2409211000-02	Quality Hill - Pool #2409211000	03/07/2025	100.59	100.59	03/17/2025
10-81-22000 WATER							
1106	ARIZONA WATER COMPANY	03106006471-	Swimming Pool - 03106006471	03/13/2025	394.22	394.22	03/24/2025
10-81-24000 PHONES							
6050	VERIZON	6108432961	Pool	03/13/2025	25.29	25.29	03/24/2025
Total SWIMMING POOL:					520.10	520.10	
LIBRARY							
10-83-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Library	03/17/2025	44.86	44.86	03/24/2025
10-83-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	3331410000-0	6 MAIN St Library - Library -#3331	03/07/2025	526.73	526.73	03/17/2025
10-83-22000 WATER							
1106	ARIZONA WATER COMPANY	03106016751-	Library - Lib 03106016751	03/13/2025	92.93	92.93	03/24/2025
10-83-24000 PHONES							
4192	CENTURY LINK	333745848-03-	LIBRARY 520-432-4232 3337458	03/13/2025	161.00	161.00	03/24/2025
10-83-34000 CONTRACT SERVICES							
6794	MOBILE BEACON	A-035721-2025	16 INTERNET HOTSPOT RENE	03/16/2025	1,920.00	.00	
1499	RICOH USA, INC	40313052	COPIER	03/14/2025	178.92	.00	
10-83-46833 CHILDRENS MATERIALS							
6943	CORPORATE PAYMENT SYSTE	25-0310	CHILDREN'S MATERIALS	03/10/2025	7.99	7.99	03/26/2025
10-83-46834 PERIODICALS							
6943	CORPORATE PAYMENT SYSTE	25-0310	MAGAZINE SUBSCRIPTION	03/10/2025	76.74	76.74	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	MAGAZINE SUBSCRIPTION	03/10/2025	62.89	62.89	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	MAGAZINE SUBSCRIPTION	03/10/2025	23.99	23.99	03/26/2025
10-83-47000 PERMITS & LICENSES							
6943	CORPORATE PAYMENT SYSTE	25-0310	MAILCHIMP SUBSCRIPTION	03/10/2025	13.73	13.73	03/26/2025
Total LIBRARY:					3,109.78	1,010.86	
SENIOR CITIZENS CENTER							
10-85-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8339841000-0	300 Collins Rd. #8339841000	03/17/2025	527.43	527.43	03/24/2025
10-85-24000 PHONES							
4192	CENTURY LINK	333579583-03-	SENIOR CENTER 520-432-2167	03/13/2025	76.34	76.34	03/24/2025
10-85-24001 INTERNET ACCESS FEES							
4059	SPARKLIGHT	25-0323/SC	Internet Svc- Senior Center-10123	03/16/2025	63.75	63.75	03/24/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total SENIOR CITIZENS CENTER:					667.52	667.52	
Total GENERAL FUND:					148,209.82	116,037.16	
GENERAL GOVERNMENT GRANTS							
GRANT EXP - GENERAL GOVT							
11-40-22514 BISBEE BIKEWAYS EDA GRANT							
5281	AZ DEPT OF TRANSPORTATION	LA2025000103	BIKEWAY - LOCAL'S 5.7% MATC	03/21/2025	9,120.00	.00	
1264	KIMLEY HORN & ASSOCIATES, I	098063007-02	BIKE WAY-LAVENDER PIT PROJ	02/28/2025	17,770.44	.00	
11-40-22517 AZ DOH/CDBG-SAGINAW REPAIRS							
6200	JOE WARD	25-0314	SAGINAW INSPECTIONS	03/14/2025	1,170.93	1,170.93	03/17/2025
11-40-22528 CDBG-BISBEE SENIOR CENTER							
1830	ZACATECAS ENGINEERING, PL	2025-04	CDBG GRANT-BISBEE SENIOR	01/12/2025	6,971.70	.00	
Total GRANT EXP - GENERAL GOVT:					35,033.07	1,170.93	
Total GENERAL GOVERNMENT GRANTS:					35,033.07	1,170.93	
CAMP NACO							
19-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Camp Naco	03/17/2025	63.24	63.24	03/24/2025
19-40-13100 BUSINESS TRAVEL-MELLON GRANT							
1922	NORMAND, MICHAEL	25-0313	BUSINESS-RELATED MILEAGE	03/13/2025	238.00	.00	
19-40-13500 SUBSCRIPTIONS & DUES							
6943	CORPORATE PAYMENT SYSTE	25-0310	GOOGLE STORAGE SUBSCRIP	03/10/2025	110.09	110.09	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BISBEE OBSERVER ANNUAL S	03/10/2025	55.00	55.00	03/26/2025
19-40-21000 ELECTRIC-MELLON GRANT							
1097	AZ PUBLIC SERVICE (2 of 3)	5081307274-0	915 Tovreaville Rd Camp Naco	03/06/2025	293.54	293.54	03/17/2025
19-40-22000 WATER-MELLON GRANT							
1366	HEARTHSTONE WATER ARIZO	201002931861	Camp Naco - March 2025	03/18/2025	35.41	35.41	03/24/2025
19-40-24000 PHONES-MELLON GRANT							
4192	CENTURY LINK	334160374-03-	CAMP NACO 520-432-9031 3341	03/13/2025	36.79	36.79	03/24/2025
6050	VERIZON	6108432961	Camp Naco	03/13/2025	62.24	62.24	03/24/2025
19-40-31000 PROFESSIONAL FEES-MELLON GRANT							
1920	MARK COSTA	25-0324	ACTIVITIES IN ADDITION TO CO	03/24/2025	808.25	.00	
5905	WESTLAND RESOURCES INC	12165004	PROJECT SET UP AND PROJEC	02/17/2025	638.10	.00	
5905	WESTLAND RESOURCES INC	12165005	ARCHAEOLOGICAL SERVICES	03/13/2025	4,649.70	.00	
19-40-41500 OFFICE SUPPLIES-MELLON GRANT							
6943	CORPORATE PAYMENT SYSTE	25-0310	WHITEBOARD MARKER HOLDE	03/10/2025	19.78	19.78	03/26/2025
6340	ODP BUSINESS SOLUTIONS, LL	412066171001	DRY ERASE BOARD EASERS, P	03/12/2025	106.46	.00	
6340	ODP BUSINESS SOLUTIONS, LL	414593324001	WIRELESS PRESENTER, TRAS	03/06/2025	64.86	.00	
19-40-46000 OPERATIONAL EXPENSE-MELLON							
1659	ACE HARDWARE	43056	CONSTRUCTION SUPPLIES	03/11/2025	27.12	.00	
19-40-46801 REC PROG/SPECIAL EVENTS-MELLON							
1048	BISBEE MINING & HISTORICAL	25-0319	EVENT VENUE RENTAL, FIREPL	03/19/2025	150.00	.00	
6943	CORPORATE PAYMENT SYSTE	25-0310	ROCKVILLE AUDIO SOUND SYS	03/10/2025	528.42	528.42	03/26/2025
Total :					7,887.00	1,204.51	
19-45-45200 SAFETY EQUIP/SUPPLIES-STATE							
1659	ACE HARDWARE	43096	HARD HAT PINLOCK WHT, SAF	03/18/2025	57.04	.00	
19-45-92000 CONSTRUCTION COSTS-STATE							
1659	ACE HARDWARE	43052	CONSTRUCTION SUPPLIES FO	03/10/2025	7.48	.00	
1862	B&D LUMBER & HARDWARE	214982	MARKING PAINT FOR A1 FLOO	03/03/2025	10.72	.00	
6943	CORPORATE PAYMENT SYSTE	25-0310	JACK HAMMER RENTAL BALAN	03/10/2025	147.03	147.03	03/26/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6943	CORPORATE PAYMENT SYSTE	25-0310	JACK HAMMER RENTAL DEPOS	03/10/2025	200.00	200.00	03/26/2025
6889	VERHELST RECOVERY HOUSE	16620	A1 FLOOR DEMOR AND SHORI	03/10/2025	150.00	150.00	03/17/2025
6889	VERHELST RECOVERY HOUSE	16622	A1 DEMO CLEANUP	03/11/2025	210.00	210.00	03/17/2025
Total :					782.27	707.03	
Total CAMP NACO:					8,669.27	1,911.54	

VISITOR CENTER

FUND EXPENDITURES

20-40-11501 STANDARD DISABILITY INSURANCE

5455	MUTUAL OF OMAHA	1862474775	STD - Visitor Center	03/17/2025	21.71	21.71	03/24/2025
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20-40-13500 SUBSCRIPTIONS & MEMBERSHIPS

6943	CORPORATE PAYMENT SYSTE	25-0310	BROADLY, GOOGLE LISTING A	03/10/2025	149.00	149.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	AMAZON PIME MEMBERSHIP	03/10/2025	16.50	16.50	03/26/2025

20-40-24000 PHONES

4192	CENTURY LINK	333663664-03-	VISITOR CENTER 520-432-3554	03/13/2025	66.45	66.45	03/24/2025
4192	CENTURY LINK	333913912-03-	VISITOR CENTER 520-432-3509	03/13/2025	37.55	37.55	03/24/2025
6050	VERIZON	6108432961	Visitor Center	03/13/2025	81.58	81.58	03/24/2025

20-40-24001 INTERNET ACCESS

4059	SPARKLIGHT	25-0323/VC	Internet Svc-Visitor Center - 1348	03/08/2025	148.43	148.43	03/17/2025
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20-40-41500 OFFICE SUPPLIES

6943	CORPORATE PAYMENT SYSTE	25-0310	LETTER OPENERS	03/10/2025	16.49	16.49	03/26/2025
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20-40-42020 PRINTING & REPRODUCTION

6943	CORPORATE PAYMENT SYSTE	25-0310	PLASTIC BAG FOR VC	03/10/2025	354.50	354.50	03/26/2025
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20-40-42040 ADVERTISING

1986	CLEAR CHANNEL OUTDOOR	45102062	BENSON BILLBOARD MARCH	03/10/2025	828.00	.00	
1792	WELCOME NEWCOMERS, INC	9261	WELCOME PACKETS TUCSON	03/01/2025	50.00	.00	

20-40-43500 POSTAGE

6943	CORPORATE PAYMENT SYSTE	25-0310	POSTAGE	03/10/2025	39.78	39.78	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	POSTAGE	03/10/2025	10.10	10.10	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	POSTAGE	03/10/2025	10.10	10.10	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	POSTAGE	03/10/2025	36.45	36.45	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	POSTAGE	03/10/2025	46.25	46.25	03/26/2025

20-40-46000 OPERATIONAL EXPENSES

2144	ANDREWS, HEATHER	25-0318	BASKET FOR HISPANIC CHAMB	03/18/2025	6.61	.00	
1219	BISBEE PETTY CASH	25-0320	HSPANIC CHAMBER OF COMM	03/20/2025	180.00	180.00	03/24/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	COFFEE AND FILTERS VC	03/10/2025	12.89	12.89	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	COFFEE CUPS	03/10/2025	10.23	10.23	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	QMT VC GUEST BLOOD SUGAR	03/10/2025	9.90	9.90	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	VDAY CANDY FOR VC	03/10/2025	56.93	56.93	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	COFFEE FOR VC	03/10/2025	18.63	18.63	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	ALBUM FOR VC	03/10/2025	22.01	22.01	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LIP BALM EXPRESS CHAPSTIC	03/10/2025	380.00	380.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	TREAT FOR VC AND MINE TOU	03/10/2025	9.30	9.30	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LIPBALM EXPRESS, CHAPSTIC	03/10/2025	232.00	232.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	HAND SOAP FOR VC	03/10/2025	5.37	5.37	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LUNCHBOX GIFT FROM VC TO	03/10/2025	19.81	19.81	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	STICKERS FOR VC	03/10/2025	331.34	331.34	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	TUMBLER GIFT FOR FRENCH F	03/10/2025	31.10	31.10	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	MAPS FOR VC	03/10/2025	14.28	14.28	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	DQ THANK YOU TO TABLE FOR	03/10/2025	30.23	30.23	03/26/2025

Total FUND EXPENDITURES:

3,283.52 2,398.91

Total VISITOR CENTER:

3,283.52 2,398.91

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
STREETS							
FUND EXPENDITURES							
21-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Streets	03/17/2025	74.36	74.36	03/24/2025
21-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	4059326029A-	2 Sowles Ave EV - #4059328029	03/11/2025	167.39	167.39	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	4470670000-0	60 Brewery Gulch Sp 3 - #447067	03/10/2025	40.53	40.53	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	4877951000-0	Hwy 92 DD #4677951000	03/18/2025	15.08	15.08	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	5254161000-0	951 Naco Hwy #5254161000	03/18/2025	105.92	105.92	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	5847770000-0	60 Brewery Gulch Sp 2 - #584777	03/10/2025	52.83	52.83	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	25% Streets	03/17/2025	105.42	105.42	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	7700160000-0	60 Brewery Gulch Sp 4 - #770016	03/10/2025	218.38	218.38	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	8186260000-0	170 Hwy 92 - #690962286	03/17/2025	110.06	110.06	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	8583641000-0	60 Brewery Gulch Sp 1 - #858364	03/10/2025	62.43	62.43	03/17/2025
1879	AZ PUBLIC SERVICE (3 of 3)	AR0480009969	ST POLES - YUCCA ST, PITTSB	03/05/2025	10,551.98	.00	
21-40-24000 PHONES							
6050	VERIZON	6108432961	Streets	03/13/2025	329.07	329.07	03/24/2025
21-40-34000 CONTRACT SERVICES							
7060	CINTAS	4223772266	UNIFORMS	03/12/2025	75.37	.00	
7060	CINTAS	4224522515	UNIFORMS	03/19/2025	75.37	.00	
21-40-34100 DOC WORKERS							
3163	AZ STATE PRISON Cmplx-Dou	D08190820250	ST-MILEAGE	03/18/2025	394.63	.00	
3163	AZ STATE PRISON Cmplx-Dou	D08532120250	ST-LABOR	03/17/2025	195.00	.00	
21-40-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	43095	SCRAPER, WIRE BRUSH, PAINT	03/18/2025	35.07	.00	
1659	ACE HARDWARE	43097	REMR PAINT SAFER	03/18/2025	24.31	.00	
1659	ACE HARDWARE	43101	SCOUT PAD HVY DTY	03/18/2025	2.80	.00	
1662	B&D LUMBER & HARDWARE	215146	KNIT COVER	03/11/2025	9.85	.00	
21-40-46000 OPERATIONAL EXPENSES							
6536	BISBEE NAPA AUTO PARTS	363395	BK CONNECTOR	03/06/2025	15.40	.00	
6536	BISBEE NAPA AUTO PARTS	363398	NTH - ADAPTER	03/06/2025	8.48	.00	
6631	SHERWIN WILLIAMS	6495-4	PRO PRK WB WHT	03/24/2025	661.07	.00	
21-40-46200 SIGNS & POSTS							
6775	QUAIL CONSTRUCTION, LLC	TU12270	TELESPAR, ANCHOR, SLEEVE	03/21/2025	2,636.52	.00	
21-40-55010 EQUIPMENT RENTAL							
1936	EMPIRE SOUTHWEST, LLC	EMRA0046879	COLD PLANER, 3 DAYS	03/05/2025	1,571.23	.00	
21-40-61000 VEHICLE PARTS & LABOR							
6536	BISBEE NAPA AUTO PARTS	363949	LIT LAMP	03/13/2025	17.31	.00	
6536	BISBEE NAPA AUTO PARTS	363955	7 PIN TO 7 RV ADPT	03/13/2025	52.84	.00	
Total FUND EXPENDITURES:					17,608.70	1,281.47	
Total STREETS:					17,608.70	1,261.47	
HOUSING INITIATIVE							
45-40-22000 WATER							
1106	ARIZONA WATER COMPANY	03109076651-	418 N St Saginaw - # 031090766	03/17/2025	53.16	53.16	03/24/2025
Total :					53.16	53.16	
Total HOUSING INITIATIVE:					53.16	53.16	
AIRPORT FUND							
FUND EXPENDITURES							
50-40-22000 WATER							
1366	HEARTHSTONE WATER ARIZO	201002931713	Airport Water-March 2025	03/18/2025	51.29	51.29	03/24/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FUND EXPENDITURES:					51.29	51.29	
Total AIRPORT FUND:					51.29	51.29	
POLICE SPECIAL REVENUE& GRANTS							
FUND EXPENDITURES							
53-40-30009 PD FY23 DEMA GRANT							
1384	RMUS LLC	RMUS_41024	DRONE	02/10/2025	10,574.76	10,574.76	03/24/2025
Total FUND EXPENDITURES:					10,574.76	10,574.76	
Total POLICE SPECIAL REVENUE& GRANTS:					10,574.76	10,574.76	
SEWER FUND							
54-1019900 CLEARING ACCT--SEWER/TRASH A/R							
1385	BRADLEY & MARY FULK	25-0313	REFUND FOR ACCOUNT # 101.	03/13/2025	9.16	.00	
1140	DOREEN EDWARDS	24-0328	OVERPAYMENT ON 815 PITTSB	03/17/2025	82.00	82.00	03/17/2025
Total :					91.16	82.00	
FUND EXPENDITURES							
54-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Waste Water	03/17/2025	71.57	71.57	03/24/2025
54-40-13400 EDUCATION & TRAINING							
6943	CORPORATE PAYMENT SYSTE	25-0310	ADEQ TESTING	03/10/2025	284.82	284.82	03/26/2025
54-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	0516740000-0	42 Warren Cut Off Rd. Swr Bldg B	03/11/2025	963.16	963.16	03/17/2025
1097	AZ PUBLIC SERVICE (2 of 3)	2478030000-0	302 Teran St. #2478030000	03/17/2025	50.08	50.08	03/24/2025
1097	AZ PUBLIC SERVICE (2 of 3)	2954210000-0	42 Warren Cut Off Rd. Swr Bldg A	03/11/2025	49.12	49.12	03/17/2025
54-40-22000 WATER							
1106	ARIZONA WATER COMPANY	03109050451-	6 W. HWY 80	03/17/2025	35.54	35.54	03/24/2025
1106	ARIZONA WATER COMPANY	03109081151-0	Highway 80-Sewer Pond - Acct #	03/17/2025	4,159.56	4,159.56	03/24/2025
54-40-24000 PHONES							
4192	CENTURY LINK	333495030-03-	46 S. AZ ST-WW 520-432-6035 3	03/13/2025	38.17	38.17	03/24/2025
6050	VERIZON	6108432961	Sewer	03/13/2025	196.13	196.13	03/24/2025
54-40-34000 CONTRACT SERVICES							
2061	RH BORDEN AND COMPANY LL	1707	TARGETED BASIN & ASSESSM	03/24/2025	32,500.00	.00	
54-40-34010 CONTRACT SERVICES-COLLECTIONS							
7060	CINTAS	4223772234	UNIFORMS	03/12/2025	56.95	.00	
7060	CINTAS	4224522440	UNIFORMS	03/19/2025	56.95	.00	
54-40-45100 DISPOSABLE EQUIP & TOOLS							
1862	B&D LUMBER & HARDWARE	215096	GRN MKG PAINT, NUTDRIVER S	03/06/2025	112.77	.00	
1862	B&D LUMBER & HARDWARE	215172	PAINT TRAY, ROLLER FRAME,	03/11/2025	22.80	.00	
1862	B&D LUMBER & HARDWARE	215189	BRASS NOZZLE, FLEX COUPLI	03/12/2025	38.68	.00	
1862	B&D LUMBER & HARDWARE	215317	WOOD EXTENSION POLE	03/18/2025	20.47	.00	
6536	BISBEE NAPA AUTO PARTS	363798	BODY HARDWARE, RETAINER	03/12/2025	22.00	.00	
54-40-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	215316	CEMENT, UTIL KNIFE, PLUG, AD	03/18/2025	61.41	.00	
5374	BISBEE PLUMBING LLC	25532979	303 POWELL ST. - REMOVED R	03/19/2025	1,355.40	.00	
6943	CORPORATE PAYMENT SYSTE	25-0310	RELEASE LIEN 2025-02778	03/10/2025	17.00	17.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	RELEASE LIEN 2025-02314	03/10/2025	17.00	17.00	03/26/2025
1281	HUMPHREY CIVIL DESIGN	2.11.25	FLOW CALCULATIONS	02/11/2025	760.00	.00	
1830	ZACATECAS ENGINEERING, PL	2025-11	BISBEE LIFT STATIONS	03/13/2025	20,392.38	.00	
54-40-46541 CHEMICALS							
6943	CORPORATE PAYMENT SYSTE	25-0310	ELBA HIGH SPEED SPINDLE OI	03/10/2025	247.72	247.72	03/26/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
54-40-46543 MANHOLE, PIPE & FITTINGS							
1862	B&D LUMBER & HARDWARE	215144	PIPE TAPE	03/10/2025	17.55	.00	
Total FUND EXPENDITURES:					61,547.23	6,129.87	
Total SEWER FUND:					61,638.39	6,211.87	
SANITATION FUND							
FUND EXPENDITURES							
56-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Sanitation	03/17/2025	170.24	170.24	03/24/2025
56-40-12500 RECRUITMENT/EMPLOYEE TESTING							
1926	TAPIA, MIGUEL JR.	25-0317	CDL PHYSICAL-REIMBURSEME	03/17/2025	75.00	.00	
56-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	6690180000-0	25% Sanitation	03/17/2025	105.42	105.42	03/24/2025
56-40-24000 PHONES							
6050	VERIZON	6108432961	Recycle	03/13/2025	139.65	139.65	03/24/2025
6050	VERIZON	6108432961	Sanitation	03/13/2025	152.64	152.64	03/24/2025
56-40-34000 CONTRACT SERVICES							
7060	CINTAS	4223772248	UNIFORMS	03/12/2025	47.89	.00	
7060	CINTAS	4223772263	UNIFORMS	03/12/2025	21.34	.00	
7060	CINTAS	4224522449	UNIFORMS	03/19/2025	47.89	.00	
7060	CINTAS	4224522463	UNIFORMS	03/19/2025	21.34	.00	
56-40-45100 DISPOSABLE EQUIP & TOOLS							
1659	ACE HARDWARE	43113	SPRAYER, DRBIT, MASON WHE	03/19/2025	86.51	.00	
56-40-46000 OPERATIONAL EXPENSES							
1862	B&D LUMBER & HARDWARE	215277	PIPES	03/17/2025	509.59	.00	
56-40-46562 RECYCLING PROGRAM							
1659	ACE HARDWARE	43105	SHOVEL SCOOP, NABBER	03/19/2025	78.58	.00	
7060	CINTAS	4223772247	UNIFORMS	03/12/2025	62.45	.00	
7060	CINTAS	4224522497	UNIFORMS	03/19/2025	62.45	.00	
56-40-61000 VEHICLE PARTS & LABOR							
1532	CITY OF SIERRA VISTA	5281	FRONT LOADER MAINTENANC	03/18/2025	628.94	.00	
1854	W R RYAN - FIRESTONE	T33215	HEIL GARBAGE TK	02/07/2025	649.00	.00	
Total FUND EXPENDITURES:					2,858.93	567.95	
Total SANITATION FUND:					2,858.93	567.95	
QUEEN MINE FUND							
FUND EXPENDITURES							
59-40-11501 STANDARD DISABILITY INSURANCE							
5455	MUTUAL OF OMAHA	1862474775	STD - Queen Mine	03/17/2025	152.39	152.39	03/24/2025
59-40-13100 BUSINESS TRAVEL							
6943	CORPORATE PAYMENT SYSTE	25-0310	BUSINESS TRAVEL LUNCH	03/10/2025	33.88	33.88	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BUSINESS TRAVEL LUNCH	03/10/2025	59.74	59.74	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BUSINESS TRAVEL LUNCH	03/10/2025	30.27	30.27	03/26/2025
59-40-21000 ELECTRIC							
1097	AZ PUBLIC SERVICE (2 of 3)	8295240000-0	HWY 80 Tour - QM - #829524000	03/11/2025	1,307.01	1,307.01	03/17/2025
59-40-22000 WATER							
1106	ARIZONA WATER COMPANY	03109024701-	Queen Mine - #03109024701	03/17/2025	138.58	138.58	03/24/2025
59-40-24001 PHONES							
4192	CENTURY LINK	333908691-03-	QUEEN MINE 520-432-2071 333	03/13/2025	167.85	167.85	03/24/2025
6050	VERIZON	6108432961	Queen Mine	03/13/2025	91.01	91.01	03/24/2025
59-40-24001 INTERNET ACCESS FEE							
4059	SPARKLIGHT	25-0323/QM	Internet Svc-Queen Mine - 10121	03/16/2025	74.74	74.74	03/24/2025
6050	VERIZON	6108432961	QM Router	03/13/2025	40.05	40.05	03/24/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
59-40-34100 DOC WORKERS							
3163	AZ STATE PRISON CMLPX-DOU	D08190220250	QM-MILEAGE	03/05/2025	83.52	.00	
3163	AZ STATE PRISON CMLPX-DOU	D08190920250	QM-LABOR	03/17/2025	68.00	.00	
59-40-42040 ADVERTISING							
6943	CORPORATE PAYMENT SYSTE	25-0310	EARRINGS AND MAGNETS	03/10/2025	600.00	600.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	TUCSON GUIDE	03/10/2025	950.00	950.00	03/26/2025
59-40-42050 NON CAP ADMIN EQUIP/FURN							
6943	CORPORATE PAYMENT SYSTE	25-0310	TELEVISION FOR LOBBY	03/10/2025	264.37	264.37	03/26/2025
59-40-46591 MERCHANDISE							
6943	CORPORATE PAYMENT SYSTE	25-0310	ONYX BOWL 4 INCH & 3 INCH	03/10/2025	416.00	416.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	MALACHITE & AMETHYST MINE	03/10/2025	224.00	224.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LINCOLN WHEAT PENNY	03/10/2025	228.66	228.66	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	SMALL CHERRY AND BLUE QU	03/10/2025	300.00	300.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LAPIS TOERS AND PENDANTS	03/10/2025	750.00	750.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	COPPER BARS OZ/1/2LB & TRA	03/10/2025	1,780.00	1,780.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BLACK SEPTARIAN	03/10/2025	250.00	250.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	ORTHO CERAS, AMMONITE, SO	03/10/2025	1,668.00	1,668.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	PALLET OF DIFFERENT SIZE G	03/10/2025	721.00	721.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	VINTAGE EARRING/EARRINGS	03/10/2025	810.76	810.76	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	LARGE & SMALL LUMINOUS BA	03/10/2025	395.00	395.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	CARIBBEAN CALCITE SHAPES	03/10/2025	624.00	624.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BLUW/CHERRY QUARTZ, RAIN	03/10/2025	732.00	732.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	FLATS OF PYRITE	03/10/2025	400.00	400.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	SELENITE STICKS, HERMATITE,	03/10/2025	560.00	560.00	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	AMMONITES, ORTHO EGGS, C	03/10/2025	2,571.91	2,571.91	03/26/2025
5876	PILGRIM IMPORTS	00116550	ORNAMENTS	03/11/2025	259.75	.00	
5876	PILGRIM IMPORTS	00116623	ORNAMENTS	03/21/2025	542.94	.00	
59-40-55100 REPAIR & MAINT - OTHER							
1659	ACE HARDWARE	43029	ANGLE IRON, TUBES & PWTR F	03/06/2025	152.18	.00	
1659	ACE HARDWARE	43030	4x6-16" ROUGHSAWN GDF & D	03/06/2025	133.57	.00	
1659	ACE HARDWARE	43042	SPRAYPAINT & ELBOW	03/07/2025	10.26	.00	
1659	ACE HARDWARE	43066	ANGLE IRON & 1/10' LENGTH P	03/12/2025	31.73	.00	
1659	ACE HARDWARE	43108	DISTILLED WATER & BATTERY	03/19/2025	19.99	.00	
1659	ACE HARDWARE	43119	GLV L THER COWHIDE	03/20/2025	14.96	.00	
59-40-62003 GASOLINE							
6943	CORPORATE PAYMENT SYSTE	25-0310	FUEL FOR TRAVEL FOR TUCSO	03/10/2025	53.25	53.25	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	FUEL FOR TRAVEL TUCSON GE	03/10/2025	47.48	47.48	03/26/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	RENTAL CAR FOR TUCSON GE	03/10/2025	1,056.02	1,056.02	03/26/2025
Total FUND EXPENDITURES:					18,814.87	17,497.97	
Total QUEEN MINE FUND:					18,814.87	17,497.97	
BISBEE BUS FUND							
FUND EXPENDITURES							
96-40-41607 PREVENTIVE MAINTENANCE							
6536	BISBEE NAPA AUTO PARTS	364210	TIRE RAD KIT, NEEDLE, REFILL	03/18/2025	17.54	.00	
1532	CITY OF SIERRA VISTA	5283	BISBEE BUS #403 MAINTENAN	03/18/2025	934.64	.00	
6340	ODP BUSINESS SOLUTIONS, LL	414298622001	COIN WRAPPERS	03/13/2025	43.46	.00	
6340	ODP BUSINESS SOLUTIONS, LL	414303879001	BILL STRAPS	03/12/2025	16.04	.00	
Total FUND EXPENDITURES:					1,011.68	.00	
Total BISBEE BUS FUND:					1,011.68	.00	
CAPITAL IMPROVEMENTS FUND							
FUND EXPENDITURES							

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
99-40-05409 CITY HALL BUILDING							
2156	BFL CONSTRUCTION CO. INC.	18196	NEW CITY HALL-PROJECT J240	03/14/2025	178,911.24	178,911.24	03/18/2025
6943	CORPORATE PAYMENT SYSTE	25-0310	BRONZE PLAQUES FOR CITY H	03/10/2025	1,026.10	1,026.10	03/26/2025
Total FUND EXPENDITURES:					179,937.34	179,937.34	
Total CAPITAL IMPROVEMENTS FUND:					179,937.34	179,937.34	
Grand Totals:					487,744.80	337,694.35	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.



REQUEST FOR MAYOR & COUNCIL ACTION
Session of: March 18, 2025

Regular Special

DATE ACTION SUBMITTED: <u>March 7, 2025</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: APPROVAL OF THE MINUTES OF THE REGULAR SESSION OF MAYOR AND COUNCIL HELD ON MARCH 18, 2025, 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 March 18, 2025, 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, MARCH 18, 2025, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL

Councilmember Juanetta Hill, Ward III	7:12pm
Councilmember Pete Skinner, Ward II	
Councilmember Karen Schumacher, Ward I	
Mayor Ken Budge	
Councilmember Leslie Johns, Ward I	
Councilmember Mel Sowid, Ward II	7:08pm
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	

STAFF

Stephen J. Pauken, City Manager
Ashlee Coronado, 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 asked for a moment of silence for personal reflection.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Budge recognized the newest Supervisor from Cochise County Kathleen Gomez.

CALL TO THE PUBLIC

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

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds.

MOTION: Councilmember Cline moved to approve accounts payable in the amount of \$455,394.29.

SECOND: Councilmember Johns

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 4, 2025.

Ashlee Coronado, City Clerk

- B. Approval of the Appointment of Alliyah Borquez to the Youth Council.

Ashlee Coronado, City Clerk

- C. Approval of the Appointment of Briella Rodriguez to the Youth Council.

Ashlee Coronado, City Clerk

- D. Approval of the Appointment of Chloe Thompson to the Youth Council.

Ashlee Coronado, City Clerk

- E. Approval of the Appointment of Elizabeth Poppe to the Youth Council.

Ashlee Coronado, City Clerk

- F. Approval of the Appointment of Emily Whitman to the Youth Council.

Ashlee Coronado, City Clerk

- G. Approval of the Appointment of Genica Pangan to the Youth Council.

Ashlee Coronado, City Clerk

- H. Approval of the Appointment of Hailee Anderson to the Youth Council.

Ashlee Coronado, City Clerk

- I. Approval of the Appointment of Jakob McDonough to the Youth Council.

Ashlee Coronado, City Clerk

- J. Approval of the Appointment of Keyla Ibarra to the Youth Council.

Ashlee Coronado, City Clerk

- K. Approval of the Appointment of Leah Almada to the Youth Council.

Ashlee Coronado, City Clerk

- L. Approval of the Appointment of Trenton Gardner to the Youth Council.

Ashlee Coronado, City Clerk

MOTION: Councilmember Johns moved to approve Consent Agenda Items A through L.

SECOND: Councilmember Schumacher

MOTION PASSED: UNANIMOUSLY

OLD BUSINESS

- 3. Discussion and Possible Approval of the Ordinance O-25-04; Amending the code of the City of Bisbee, Chapter 12 “Traffic”, Article 12.3 “Parking”, Section 12.3.14 “Inoperable Vehicles” adding additional removal provisions; providing for the repeal of conflicting Ordinances; Providing for Severability; Providing for penalties; and providing for an Effective Date.

Xavier Rodriguez, Building Inspector/Code Enforcement

Mr. Rodriguez said they would like to add additional verbiage to the city code allowing the City of Bisbee to cause the removal of vehicles declared, a public nuisance and are in violation of the city code. All these vehicles that are removed will be removed at the expense of the vehicle owner that includes towing and storing of the vehicle. The only exception would be if the vehicle was stolen.

MOTION: Councilmember Skinner moved to approve Ordinance O-25-04; Amending the code of the City of Bisbee, Chapter 12 “Traffic”, Article 12.3 “Parking”, Section 12.3.14 “Inoperable Vehicles” adding additional removal provisions; providing for the repeal of conflicting Ordinances; Providing for Severability; Providing for penalties; and providing for an Effective Date.

SECOND: Councilmember Schumacher

ROLL CALL VOTE

AYES: Councilmember Skinner, Schumacher, Johns, Cline and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-5 NAYS-0

NEW BUSINESS

4. Public Hearing and Discussion and Possible Approval of a Liquor License Application for the Bisbee Grand Hotel & Saloon located at 57-61 Main Street, Bisbee, AZ.

Ashlee Coronado, City Clerk

Mayor Budge opened the Public Hearing. He asked if anyone would like to speak in favor or against. There were none.

Mayor Budge asked the City Clerk if any written correspondence had been received on this item. Ms. Coronado responded no.

Mayor Budge closed the Public Hearing.

MOTION: Councilmember Schumacher moved to approve the Liquor License Application for the Bisbee Grand Hotel & Saloon located at 57-61 Main Street, Bisbee, AZ; Kevin Arnold Kramber, Applicant.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

5. Public Hearing and Discussion and Possible Approval of a BINGO License Application for L.A. Engle American Legion Post 16.

Ashlee Coronado, City Clerk

Mayor Budge opened the Public Hearing. He asked if anyone would like to speak in favor.

- David Smith, Finance Officer for Post 16, spoke in favor of the BINGO license.

Mayor Budge asked if anyone would like to speak against. There were none.

Mayor Budge asked the City Clerk if any written correspondence had been received on this item. Ms. Coronado responded no.

Mayor Budge closed the Public Hearing.

MOTION: Councilmember Schumacher moved to approve the BINGO License Application for L.A. Engle American Legion Post 16.

SECOND: Councilmember Skinner

MOTION PASSED: UNANIMOUSLY

6. Update on Bisbee Comprehensive Housing Study.

Melissa Hartman, City Planner

Ms. Hartman thanked the council for allowing them the time to come and give you an update. She introduced the Points team Brian Points and Carson Valley.

Mr. Points and Mr. Valley gave an update on the Bisbee Comprehensive Housing Study.

- There are a unique number of assets and opportunities that the city currently has.
- One of the most interesting data points to them was the age of the housing stock in Bisbee.
- They went over key metrics that have come out of this study and are characteristic in and of the community and really shows what Bisbee needs on multiple levels.
- 31% of households that rent in Bisbee are cost burdened that means they spend 30% or more of their gross monthly income on housing.
- 66% of the current households would not be able to afford a mortgage if they were to buy a home today.
- 85% of the current housing stock was single family detached housing units.
- Roughly 9% of the housing units in Bisbee are classified as short-term rentals seems like a low number but if you move to a place like Old Bisbee that housing stock percentage rises to 20% so a fifth of the housing units in Bisbee are short term rentals.
- The great thing about this study was that they had 560 total respondents to the community survey, so the community really came out and showed that they were interested in this topic and hungry for action, which was a 13.1% adult response rate. This was 3 to 4 times higher than their typical response rate.
- The housing need forecast by income level.
- Next steps in the process.
- Blight and insufficient housing inventory in Bisbee.

Mayor and Council commented and asked questions regarding the Comprehensive Housing Study and Mr. Points, Mr. Valley and Ms. Hartman responded.

7. Discussion and Possible Approval to allow the Bisbee Police Department to buy 16 Walther PDP Full size Optics Ready Holosun 508T firearms for \$15,074.79.

Timothy Cox, Police Chief

Chief Cox said they were asking to purchase weapons for their officers. They did extensive testing, research on available weaponry for police used sidearms and what other agencies carry, and the Walther meets their needs.

- Nolan Gouguet, Bisbee resident, spoke against the purchase of these firearms.

Mayor and Council commented and asked questions and Chief Cox responded.

MOTION: Councilmember Cline moved to allow the Bisbee Police Department to buy 16 Walther PDP Full Size Optics Ready Holosun 508T firearms for \$15,074.79.

SECOND: Councilmember Skinner

MOTION PASSED: UNANIMOUSLY

8. Discussion and Possible Approval of a Base Hospital Medical Direction Agreement between the Bisbee Fire Department and Canyon Vista Medical Center.

Jim Richardson, Fire Chief

Chief Richardson said they were asking for approval to switch their base hospital from St. Joseph's Hospital up in Tucson to Canyon Vista Medical Center in Sierra Vista for the convenience, any time they need anything major they must go all the way to Tucson to get things changed out. He spoke about issues they have had while using St. Joseph's.

Mr. Pauken thought this was a better move to make for the health of our community.

MOTION: Councilmember Cline moved to approve the Base Hospital Medical Direction Agreement between the Bisbee Fire Department and Canyon Vista Medical Center.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

9. 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.):

Mayor Budge said since there was nothing else before this Council this meeting was adjourned.

ADJOURNMENT: 7:51PM

Ken Budge, Mayor



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 1, 2025

Regular Special

DATE ACTION SUBMITTED: <u>March 25, 2025</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: Approval of the Appointment of Kathleen Buchanan to the Board of Adjustment with a waiver for residency requirement.	

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve

PROPOSED MOTION: I move to approve the appointment of Kathleen Buchanan to the Board of Adjustment with a waiver for residency requirement.

DISCUSSION:

Ms. Buchanan has submitted her application to serve on the Board of Adjustment.

If approved, Ms. Buchanan will serve on the Board from April 2, 2025, to January 15, 2028.

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



BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

RECEIVED

Date of Application: 3-13-2025

MAR 14 2025

City Clerk's Office
City of Bisbee

*** Board interested to serve:**

<input type="checkbox"/> Airport Advisory Commission	<input type="checkbox"/> Bisbee Arts Commission	<input checked="" type="checkbox"/> Board of Adjustment
<input type="checkbox"/> Building Advisory Board of Appeals	<input type="checkbox"/> Charter Review Committee	<input type="checkbox"/> Civil Service Commission
<input type="checkbox"/> Committee on Disability Issues	<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Evergreen Cemetery Committee
<input type="checkbox"/> Library Advisory Board	<input type="checkbox"/> Parks and Recreation Committee	<input type="checkbox"/> Planning and Zoning Commission
<input type="checkbox"/> Police and Fire Advisory Committee	<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Transit Advisory Committee

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

BUCHANAN

KATHLEEN

M

Last Name

First Name

Middle Initial

Mailing Address

Number

Street

City

State

Zip Code

BISBEE AZ 85603

Residential Street Address:

SAA

Telephone Number(s):

Email Address:

* I have been a resident of Bisbee for 4 years

* Are you currently on any Boards? NO

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

Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates

Employed): HAZARDOUS MATERIALS MANAGEMENT, CONTRACT DEALERS LICENSE AARCO CONVENIENT STORE/GAS STATION, REAL ESTATE DEVELOPMENT & REALES LANDSCAPE DESIGN & DEVELOPMENT + INSTALLATION FOOD & BEVERAGE MANAGEMENT, AGRICULTURAL

Please provide a brief summary of Civic/Volunteer Experience: EQUINE & FARMING.

MENTORING YOUTH & CORRECTIONS, ROCKS & MINERALS LECTURE SCHOOL CHILDREN FORT HUACHUCA, 4H LIVESTOCK, XERISCAPING TUTORIALS, PHOTOGRAPHY, NATIVE AMERICAN CULTURAL & SILVERSMITH EDUCATION, SENIOR CENTER MEMBER VOLUNTEER, BISBEE TOGETHER DEVELOPMENT AFFORDABLE HOUSING, LIVE/WORK.

Other Background Information Relevant to Serving in this Position:

KNOWLEDGE & EXPERIENCE IN MANY
AREAS. A DESIRE TO HELP OTHERS
ACCOMPLISH DEVELOPMENT & COMMUNITY
LAND USE PLANNING. BETTERMENT.

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

I BELIEVE IT TAKES A COMMUNITY WORKING
TOGETHER TO BE SUCCESSFUL IN ACHIEVING
GROWTH, SAFETY & SUPPORT SERVICES.

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

WAIVER REQUEST (if Applicable):

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

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

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

LIVE OUTSIDE OF CITY LIMIT

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

Signature: Hathleen Buchanan Date: 3-14-2025

When complete, please return to:
City Clerk Office 76 Erie Street, Bisbee, AZ 85603

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



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 1, 2025

Regular Special

DATE ACTION SUBMITTED: <u>March 27, 2025</u>	
REGULAR <input type="checkbox"/>	CONSENT <input checked="" type="checkbox"/>
TYPE OF ACTION:	
RESOLUTION <input type="checkbox"/>	ORDINANCE <input type="checkbox"/>
FORMAL ACTION <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
SUBJECT: Approval of the Appointment of Tim Foster to the Planning and Zoning Commission with a waiver for residency requirement.	

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approve

PROPOSED MOTION: I move to approve the appointment of Tim Foster to the Planning and Zoning Commission with a waiver for residency requirement.

DISCUSSION:

Mr. Foster has submitted his application to serve on the Planning and Zoning Commission.

If approved, Mr. Foster will serve on the Commission from April 2, 2025, to January 15, 2028.

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



BOARD / COMMISSION MEMBERSHIP APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

RECEIVED

Date of Application: ~~1/22/25~~ 1/22/25

JAN 22 2025

City Clerk's Office
City of Bisbee

*** Board interested to serve:**

<input type="checkbox"/> Airport Advisory Commission	<input type="checkbox"/> Bisbee Arts Commission	<input type="checkbox"/> Board of Adjustment
<input type="checkbox"/> Building Advisory Board of Appeals	<input type="checkbox"/> Charter Review Committee	<input type="checkbox"/> Civil Service Commission
<input type="checkbox"/> Committee on Disability Issues	<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Evergreen Cemetery Committee
<input type="checkbox"/> Library Advisory Board	<input type="checkbox"/> Parks and Recreation Committee	<input checked="" type="checkbox"/> Planning and Zoning Commission
<input checked="" type="checkbox"/> Police and Fire Advisory Committee	<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Transit Advisory Committee

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

FOSTER

Tim

Last Name

First Name

Middle Initial

Mailing Address

Number

Street

Bisbee
City

AZ
State

85603
Zip Code

Residential Street Address: same as above

Telephone Number(s):

Email Address:

* I have been a resident of Bisbee for 7 months years * Are you currently on any Boards? NO

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

Please provide a brief summary of Education and Employment Experience (Employer, Job Titles, Dates

Employed): Retired as of 7/1/24 after 42 years of consistent employment. work includes financial services, human services and counseling. LAST position was VP Public and Private Partnerships. Experience in Sales, Partner development and community development

Please provide a brief summary of Civic/Volunteer Experience: BSBA - university of Florida
MSW - university of Denver

Counseling/Psychiatric
Chief Counselor
School Safety
Community Development

Other Background Information Relevant to Serving in this Position:

Corporate Development, Community Development

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

As a retired Business executive, I am interested in helping my community to thrive

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

WAIVER REQUEST (If Applicable):

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

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

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

I am new to Bisbee (7 months), yet have been in Cochise County for the last 3 years

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

Signature: 

Date: ~~1/22/25~~ 1/22/25

When complete, please return to:
City Clerk Office 76 Erie Street, Bisbee, AZ 85603

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



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **April 1, 2025**

Regular Special

DATE ACTION SUBMITTED: March 25, 2025

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: **Approval of the Park, Facility and Right of Way Use Permit for a Film Shoot between 41 and 94 Main Street on Monday, April 21, 2025, from 6:00am to 9:00am and Subway Street and Shearer Avenue and Subway Street and Tack Avenue from 9:00am to 1:00pm.**

FROM: **Nina Williams, Deputy City Clerk**

RECOMMENDATION: **Approval**

PROPOSED MOTION: **I move that we approve the Park, Facility and Right of Way Use Permit for a Film Shoot between 41 and 94 Main Street on Monday, April 21, 2025, from 6:00am to 9:00am and Subway Street and Shearer Avenue and Subway Street and Tack Avenue from 9:00am to 1:00pm.**

DISCUSSION:

Stray Film LLC has submitted a Park, Facility, Right-of-Way use Permit for a Film Shoot between 41 and 94 Main Street on Monday, April 21, 2025, from 6:00am to 9:00am and Subway Street and Shearer Avenue and Subway Street and Tack Avenue from 9:00am to 1:00pm.

Staff has reviewed the Permit and recommends approval.

A \$50.00 refundable deposit is required. All other fees will be paid prior.

FISCAL IMPACT: **\$35.00**

DEPARTMENT LINE-ITEM ACCOUNT: **10-34-10880**

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



RECEIVED

MAR 06 2025

City Clerk's Office
City of Bisbee

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

PERMIT NO: 08-25

**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: 3/4/2025

Name and Title (If Applicable): Louise Lohmann Christensen

Organization Name (If Applicable): Stray Film LLC

Applicant or Organization Mailing Address: 3452 E Williard St

Phone: Contact Name and Phone # during event: Francisco Landin (520) 409-3811

Email Address: info@soazfilm.org

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: Film Shoot	Expected Attendance: 20	
Event Date(s): April 21 2025	Start Time: 6am	End Time: 1pm
Event Location and Address: Subway St Between Shearer Avenue and Tack Avenue/Tombstone Canyon at Subway St		

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):
We are requesting a film shoot for the short film Stray, a female led film about a Mexican American woman searching for her lost brother. We will need to periodically stop traffic on Main St and Subway St during takes from 6am-8am and will need to divert traffic off Subway St between Shearer ave and Tack ave between from 8am-1pm. It will be a group of 10 crew and students with 10 actors/extras for three simple scenes of our main character walking down the street and having a short

SERVICES REQUESTED FROM THE CITY OF BISBEE:

General Electricity Access (City, Lower Vista & Grassy Parks Only) Actual Cost will be calculated by Public Works

Band Shell (City Park) Actual Cost will be calculated by Public Works

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

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 FJL DATE: 3/4/2025

FOR CITY USE ONLY

Police Department Approval Yes No Initials _____ Date _____
 Remarks _____

Public Works Approval Yes No Initials _____ Date _____
 Remarks _____

Fire Department Approval Yes No Initials _____ Date _____
 Remarks _____

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

With conditions as noted:

N

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

(ORDINANCE: O-20-04, APRIL 7, 2020)

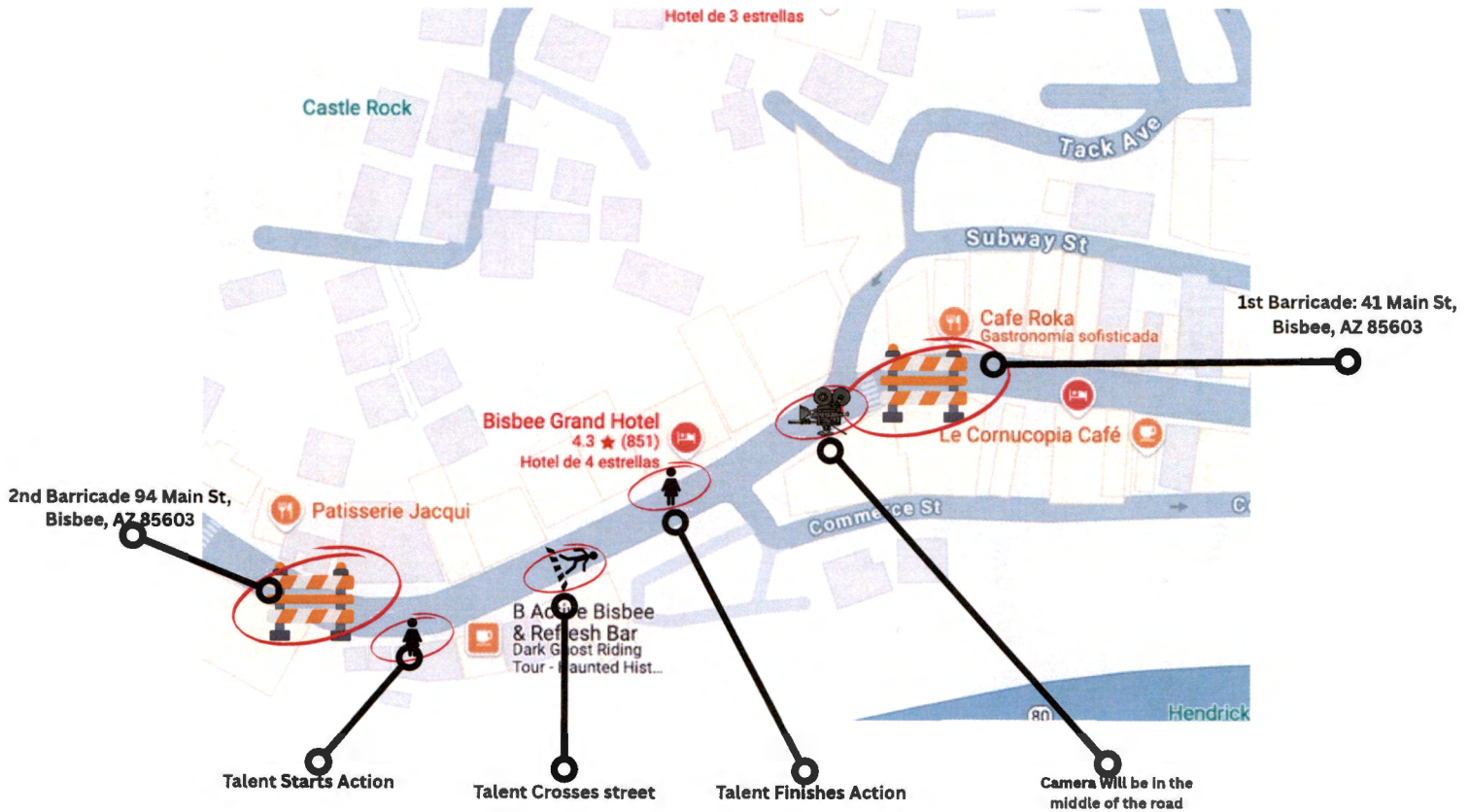
<input type="checkbox"/>	SPECIAL EVENT PROMOTER (PER-DAY)	\$39.56
<input type="checkbox"/>	SPECIAL EVENT VENDOR (PER-DAY)	\$6.00
<input type="checkbox"/>	POLICE OFFICER/ PERSONNEL/ POLICE UNIT	\$40.00 per-day, per vehicle + employee OT rate and ERE's
<input type="checkbox"/>	PERMIT FEE NON- COMMERCIAL	\$35.00
<input type="checkbox"/>	PERMIT FEE COMMERCIAL	\$65.00
<input type="checkbox"/>	REFUNDABLE DEPOSIT	\$50.00
<input type="checkbox"/>	BEER PERMIT NON-COMMERCIAL ONLY	\$25.00
<input type="checkbox"/>	WATER ACCESS – PARKS	\$25.00
<input type="checkbox"/>	ELECTRICITY ACCESS – PARKS	ACTUAL COST (PUBLIC WORKS DEPARTMENT WILL CALCULATE THE COST)
<input type="checkbox"/>	ELECTRICITY ACCESS – BANDSHELL (CITY PARK)	ACTUAL COST (PUBLIC WORKS DEPARTMENT WILL CALCULATE THE COST)
<input type="checkbox"/>	PARKS – PUBLIC WORKS PERSONNEL	\$25.00/HR. PER PERSON
<input type="checkbox"/>	DUMPSTER 1 DAY	\$150.00 EACH
<input type="checkbox"/>	DUMPSTER PICK UP AFTER HOURS	\$125.00 EACH
<input type="checkbox"/>	DUMPSTER PICK UP- HOLIDAY & WEEKENDS	\$125.00 EACH
<input type="checkbox"/>	TRASH CART RENTAL	\$26.00 EACH
<input checked="" type="checkbox"/>	“NO PARKING” SIGNS	\$1.50 PER SIGN
<input type="checkbox"/>	VENDOR FEES	\$6.00
<input type="checkbox"/>	OPERATIONS PLAN	\$100 MINIMUM (PERSONNEL HOURS INCLUDING ERE'S)

Monday April 21st 2025

6:00 am - 9:00am

1st Barricade: 41 Main St, Bisbee, AZ 85603

2nd Barricade 94 Main St, Bisbee, AZ 85603

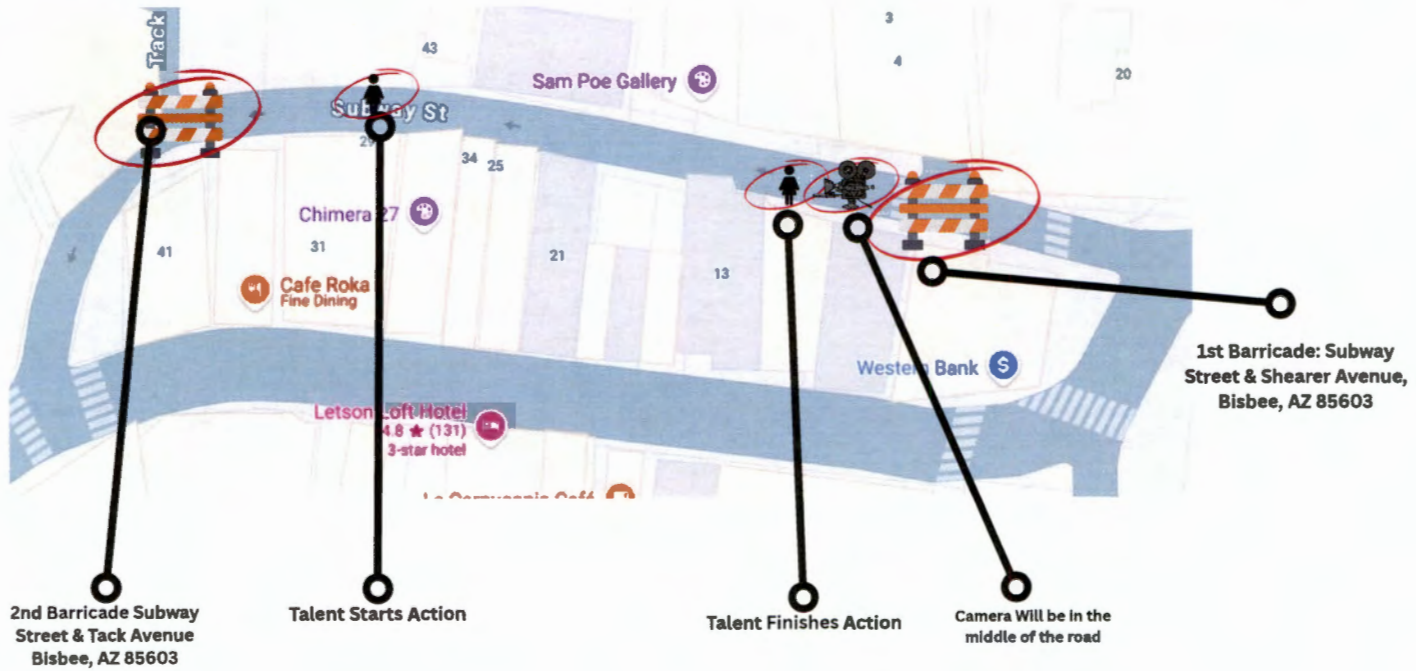


Monday April 21st 2025

9:00 am - 13:00 pm

1st Barricade: Subway Street & Shearer Avenue, Bisbee, AZ 85603

2nd Barricade Subway Street & Tack Avenue Bisbee, AZ 85603





REQUEST FOR MAYOR & COUNCIL ACTION

Session of: **April 1, 2025**

Regular Special

DATE ACTION SUBMITTED: March 25, 2025

REGULAR **CONSENT**

TYPE OF ACTION:

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

SUBJECT: **Approval of the Park, Facility and Right of Way Use Permit for a Film Shoot on Erie Street on Monday, April 21, 2025, from 2:00pm to 5:00pm.**

FROM: Nina Williams, Deputy City Clerk

RECOMMENDATION: Approval

PROPOSED MOTION: I move that we approve the Park, Facility and Right of Way Use Permit for a Film Shoot on Erie Street on Monday, April 21, 2025, from 2:00pm to 5:00pm.

DISCUSSION:

Stray Film LLC has submitted a Park, Facility, Right-of-Way use Permit for a Film Shoot on Erie Street on Monday, April 21, 2025, from 2:00pm to 5:00pm.

Staff has reviewed the Permit and recommends approval.

A \$50.00 refundable deposit is required. All other fees will be paid prior.

FISCAL IMPACT: \$35.00

DEPARTMENT LINE-ITEM ACCOUNT: 10-34-10880

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



RECEIVED

MAR 06 2025

City Clerk's Office
City of Bisbee

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

PERMIT NO: 07-25

**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: 3/4/2025

Name and Title (If Applicable): Louise Lohmann Christensen

Organization Name (If Applicable): Stray Film LLC

Applicant or Organization Mailing Address 3452 E Williard St

Phone: Contact Name and Phone # during event: Francisco Landin (520) 409-3811

Email Address: info@soazfilm.org

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: Film Shoot

Expected Attendance: 10

Event Date(s): April 21 2025

Start Time: 2pm

End Time: 5pm

Event Location and Address: Subway St Between Shearer Avenue and Tack Avenue/Tombstone Canyon at Subway St *Erie & 80*

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):

We are requesting a film shoot for the short film Stray, a female led film about a Mexican American woman searching for her lost brother. We will need to periodically stop traffic on Erie St and 80 during takes from 2pm to 5pm. It will be a group of 8 crew and students with 2 actors/extras for three simple scenes of our main character walking down the street and riding a bike.

SERVICES REQUESTED FROM THE CITY OF BISBEE:

General Electricity Access (City, Lower Vista & Grassy Parks Only) **Actual Cost will be calculated by Public Works**

Band Shell (City Park) **Actual Cost will be calculated by Public Works**

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 \$25.00/ hr. per person

Water Access- Parks \$25.00

No Parking Signs, access to facility/ band shell/ restrooms etc. \$1.50 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 :

\$35.00 non-commercial or \$65.00 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 \$39.56 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 \$39.56 and \$6.00 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.

- 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:
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SPECIAL EVENT PERMIT AGREEMENT AND ACKNOWLEDGEMNT

Applicant shall indemnify, defend, save and hold harmless the City of Bisbee and its officers, officials, agents and employees (hereinafter referred to as "Indemnatee") 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 Indemnatee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnatee, 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 FJL DATE: 3/4/2025

FOR CITY USE ONLY

Police Department Approval Yes No Initials _____ Date _____
Remarks _____

Public Works Approval Yes No Initials _____ Date _____
Remarks _____

Fire Department Approval Yes No Initials _____ Date _____
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

(ORDINANCE: O-20-04, APRIL 7, 2020)

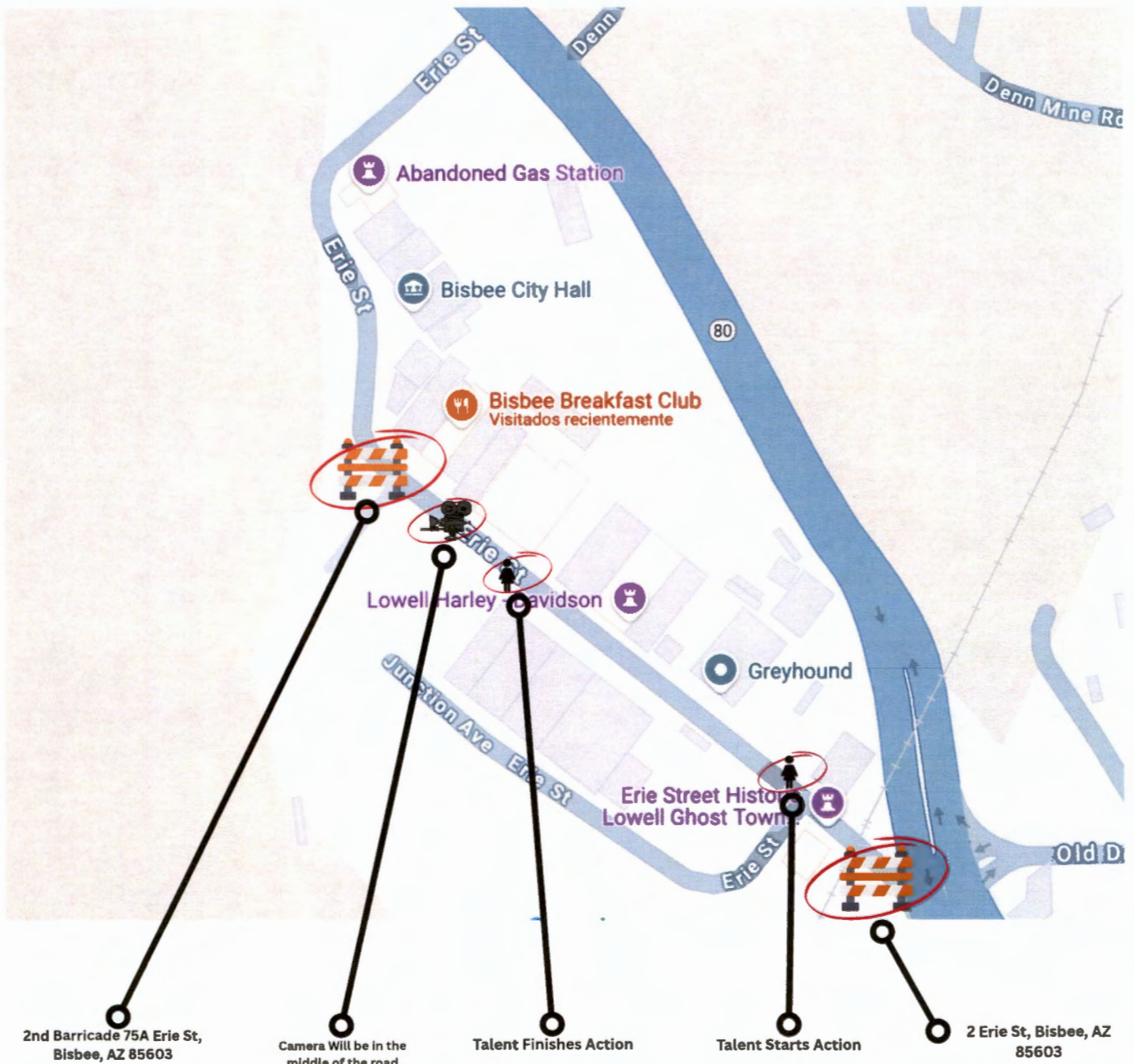
<input type="checkbox"/>	SPECIAL EVENT PROMOTER (PER-DAY)	\$39.56
<input type="checkbox"/>	SPECIAL EVENT VENDOR (PER-DAY)	\$6.00
<input type="checkbox"/>	POLICE OFFICER/ PERSONNEL/ POLICE UNIT	\$40.00 per-day, per vehicle + employee OT rate and ERE's
<input type="checkbox"/>	PERMIT FEE NON-COMMERCIAL	\$35.00
<input type="checkbox"/>	PERMIT FEE COMMERCIAL	\$65.00
<input type="checkbox"/>	REFUNDABLE DEPOSIT	\$50.00
<input type="checkbox"/>	BEER PERMIT NON-COMMERCIAL ONLY	\$25.00
<input type="checkbox"/>	WATER ACCESS - PARKS	\$25.00
<input type="checkbox"/>	ELECTRICITY ACCESS - PARKS	ACTUAL COST (PUBLIC WORKS DEPARTMENT WILL CALCULATE THE COST)
<input type="checkbox"/>	ELECTRICITY ACCESS - BANDSHELL (CITY PARK)	ACTUAL COST (PUBLIC WORKS DEPARTMENT WILL CALCULATE THE COST)
<input type="checkbox"/>	PARKS - PUBLIC WORKS PERSONNEL	\$25.00/HR. PER PERSON
<input type="checkbox"/>	DUMPSTER 1 DAY	\$150.00 EACH
<input type="checkbox"/>	DUMPSTER PICK UP AFTER HOURS	\$125.00 EACH
<input type="checkbox"/>	DUMPSTER PICK UP- HOLIDAY & WEEKENDS	\$125.00 EACH
<input type="checkbox"/>	TRASH CART RENTAL	\$26.00 EACH
<input checked="" type="checkbox"/>	"NO PARKING" SIGNS	\$1.50 PER SIGN
<input type="checkbox"/>	VENDOR FEES	\$6.00
<input type="checkbox"/>	OPERATIONS PLAN	\$100 MINIMUM (PERSONNEL HOURS INCLUDING ERE'S)

Monday April 21st 2025

14:00 pm - 17:00 pm

1st Barricade: 2 Erie St, Bisbee, AZ 85603

2nd Barricade 75A Erie St, Bisbee, AZ 85603





REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 1, 2025

Regular Special

DATE ACTION SUBMITTED: March 25, 2025

REGULAR CONSENT

TYPE OF ACTION:

RESOLUTION ORDINANCE FORMAL ACTION OTHER

SUBJECT: **Public Hearing and Discussion and Possible Approval of a Liquor License Application for the Bisbee Table located at 2 Copper Queen Plaza, Bisbee, AZ; David Gordon Danforth, Applicant.**

FROM: **Nina Williams, Deputy City Clerk**

RECOMMENDATION: **Approve the Liquor License Application**

PROPOSED MOTION: **I move to approve the Liquor License Application for the Bisbee Table located at 2 Copper Queen Plaza, Bisbee, AZ.**

DISCUSSION:

Mr. David Gordon Danforth has submitted a Liquor License Application for the Table located at 2 Copper Queen Plaza, Bisbee, AZ. The license series type is 012 Restaurant.

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: *Stephen J. Pauken*
Stephen J. Pauken,
City Manager

BISBEE GRILLE LLC - Member

Name: DAVID GORDON DANFORTH
Gender: [REDACTED]
Correspondence Address: 2 COPPER QUEEN PLAZA
BISBEE, AZ 85603
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

APPLICATION INFORMATION

Application Number: 329377
Application Type: Acquisition of Control / Agent Change (AP)
Created Date: 01/16/2025

QUESTIONS & ANSWERS

012 Restaurant

- 3) Have you submitted questionnaires? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.
Yes



POSTING

Job# _____
DLIC 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: 2, 28, 2025 Date of Posting Removal: 3, 21, 2025

Applicant's Name: Danforth David Gordon
Last First Middle

Business Address: 2 Copper Queen Plaza 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.

David Snyder BACO 520-432-6000
Print Name of City/County Official Title Phone Number

[Signature] 2-28-25
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.

NOTICE

APPLICATION TO SELL ALCOHOLIC BEVERAGES

DATE POSTED: 2/28/2025

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

City of Bisbee Mayor & Council

PLACE 915 S. Torreyville Rd. DATE/TIME April 1st, 2025 17:00PM

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.



REQUEST FOR MAYOR & COUNCIL ACTION

Session of: April 1, 2025

Regular Special

DATE ACTION SUBMITTED: March 26, 2025

REGULAR **CONSENT**

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

SUBJECT: Discussion and possible approval of the updated Community Service Officer Job Descriptions for the Bisbee Police Department.

FROM: Joelle Landers, Personnel Director

RECOMMENDATION: Approval

PROPOSED MOTION: I move to approve the updated Community Service Officer Job Descriptions for the Bisbee Police Department.

DISCUSSION:

Requested updates have been made to the Community Service Officer position for the Bisbee Police Department. The original job description was approved on Sept. 19, 2023. The position was established for Police Cadets pending Police Academy start dates and to improve the transition into the Police Department for the Cadet upon completing the Academy. The updated job description will still apply to Police Cadets.

The updated job description will combine the Animal Control Office duties and responsibilities with the Community Service Officer job description to create a position with greater service to the department and community and maximize efficiency of resources. The addition of the updated Community Services Officer will enable BPD to use the position to handle civil matters related to traffic, parking, minor vehicle accidents, traffic control, etc.

FISCAL IMPACT: TBD

DEPARTMENT LINE ITEM ACCOUNT: 10-62-11000

BALANCE IN LINE ITEM IF APPROVED: TBD

Prepared by: Joelle Landers
Joelle Landers,
Personnel Director

Reviewed by: Stephen Pauken
Stephen Pauken,
City Manager



Job Description

TITLE:	Community Service Officer	JOB CODE:	2570
DEPARTMENT:	Police Department	FLSA:	Non-Exempt
SALARY RANGE:	\$41,600 - \$52,104 (FULL TIME)	CLASSIFICATION:	Classified
PREPARED:	August 2023	UPDATED:	April 2025

Summary: Under general supervision, performs a wide variety of civilian field and office law enforcement work in direct support of sworn personnel. Build relationships with community members, address concerns, and promote positive interactions with law enforcement.

Representative Job Duties: *The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Coordinating with law enforcement and emergency responders during incidents that affect the normal flow of traffic.
- Directing vehicle and pedestrian traffic in an organized way to ensure public safety at construction zones, accidents, public events or other road disruptions.
- Directing vehicular and pedestrian traffic around construction sites, accidents, or any other disruption within the roadway system.
- Responds to emergencies as directed and performs tasks in the interest of public safety and property protection during emergencies.
- Assists with traffic control flagging as directed.
- Patrol assigned area, such as public parking lot or city streets to issue citations to overtime parking violators and illegally parked vehicles.
- Enter and retrieve information pertaining to vehicle registration, identification, and status, using hand-held computers.
- Patrol an assigned area by vehicle or on foot to ensure public compliance with existing parking ordinance.
- Write warnings and citations for illegally parked vehicles.
- Make arrangements for illegally parked or abandoned vehicles to be towed, and direct tow-truck drivers to the correct vehicles.
- Prepare and maintain required records, including logs of parking enforcement activities, and records of contested citations.
- Patrols city streets looking for stray animals; picks up domestic animals and returns to owners or transports to the shelter; sets traps and picks up wildlife animals, such as skunks, squirrels and foxes.
- Investigates and follows up on citizen complaints or requests for animal control assistance; responds to animal calls; issues citations for violations of City codes.
- Captures, tags, and logs animals into the animal shelter; picks up and properly disposes of dead animals.
- Answers phone calls; receives information regarding animal control issues; responds to complaints and calls; picks up sick, injured, stray and abandoned animals.
- Write reports of activities and maintain files of impoundments and dispositions of animals.
- Contact animal owners to inform them that their pets are at animal holding facilities.
- Educate the public about animal welfare, and animal control laws and regulations.
- Performs other related duties as assigned.

Job Description Community Service Officer

Required Knowledge and Skills:

- Moderate degree of knowledge of City & State animal control laws, regulations and procedures or equivalent knowledge of and experience in understanding and applying similar policies and procedures of another employer.
- Moderate degree of knowledge of techniques of traffic control.
- Moderate degree of knowledge of City & State policies and procedures governing traffic control projects.
- Moderate degree of knowledge general parking operations and parking equipment.
- High degree of knowledge of City geography.
- High degree of knowledge of specialized animal control equipment and techniques.
- Moderate knowledge of the principles of animal behavior and skill in picking up and impounding live animals.
- High level skill in the methods and practices for capturing and handling a variety of wild and domestic animals.
- High level skill in the methods of communication and conflict resolution strategies.
- Mid level skill in answering calls and complaints involving animal control and parking enforcement.
- Entry level skill in effective oral and written communication and preparing daily activity reports.

Education, Experience, and Certifications:

- High School Diploma or GED equivalent.
- Two (2) years of animal control, traffic control and parking enforcement experience or equivalent combination of education and experience which provides the required knowledge, skills and abilities.
- State of Arizona class D driver's license.
- Must pass appropriate background and criminal history checks.

Environmental Factors and Conditions/Physical Requirements:

- Work is performed in internal and external environments with exposure to inclement weather, and varying temperatures.
- May be subject to potential physical harm including dog, cat and other animal attacks.
- May be subject to infectious diseases carried by animals.
- May be subject to bending, reaching, kneeling and lifting up to 75 pounds.

Equipment and Tools Utilized:

- Equipment utilized includes animal control truck, catch poles, cat and snake tongs, syringes and needles, copier, fax and standard office equipment.
- Equipment utilized includes patrol vehicles; two-way radios; cameras; and computerized and conventional office equipment.

ESSENTIAL FUNCTIONS: As defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills, and other characteristics. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

Reasonable accommodation will be made for those able to perform the essential functions of the job with or without accommodation.

The City of Bisbee is an equal employment opportunity employer.

Approved by Mayor and Council on _____.