



MEMORANDUM

Date: May 22, 2023

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Lasher 
County Administrator

Re: **Replacement Warrants**

The Department of Finance and Risk Management has submitted a Consent Calendar item for the June 6, 2023, Board of Supervisors meeting regarding Duplicate Warrants. This item includes a listing of 83 warrants issued to a single vendor in December 2022, totaling \$30,931.59. In early March, the vendor contacted Community and Workforce Development to inform them that they had received the warrants but lost them during transit while on their way to be cashed. The misplacement of these warrants did not impact the vendor's customer accounts, as their accounts had already been updated to reflect the receipt of the payments before they were lost.

Please let me know if you have any questions.

JKL/je

c: Carmine DeBonis, Jr., Deputy County Administrator
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer
Steve Holmes, Deputy County Administrator
Ellen Moulton, Director, Finance and Risk Management