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# MEMORANDUM

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Date: November 25, 2024

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

From: Jan Lesher   
County Administrator

Re: **Additional Information for the December 3, 2024 Board of Supervisors Meeting-  
Revised American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal  
Recovery Fund (CSLFRF) Budget**

On April 16, 2024, the Board of Supervisors (BOS) approved my recommendations for revising our American Rescue Plan Act (ARPA), Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) project budgets to coincide with our County's updated needs related to the COVID-19 pandemic. Now, as the obligation deadline for all ARPA CSLFRF fast approaches on December 31, 2024, I am providing you, once again, with a status of spending update along with recommendations for adjustments to the final spending plan. My Deputy County Administrators (DCAs) have reviewed current and anticipated spending with departments and community collaborators, and considered what final budget modifications are necessary to guarantee the complete spend-down of these important federal dollars in line with the Federal spending deadlines.

As of the most recent fully reconciled month (September 2024), Pima County has spent \$140.2 million of these funds (69%) on BOS-approved projects. County departments and community collaborators will either complete their projects by the end of the 2024-2025 fiscal year (where staff is being funded) or will obligate their funds to achieve specific project objectives no later than December 31, 2026.

While the management of these funds has been arduous, it has ultimately been satisfying to see the multiple ways these monies have contributed to our county's physical and economic health. Examples of these benefits include:

- Directly and indirectly responding to our community's public health needs, increasing public health access, and responsibly preparing for future public health emergencies
- Enhancing our court systems' accessibility and efficiency
- Augmenting the county's ability to respond to the housing crisis
- Jump starting economic drivers in the local hospitality and travel industries
- Creating educational pathways for long-term prosperity at the pre-school and post-secondary academic levels
- Supporting re-entry for court-involved adults

In collaboration with departments and community partners, the DCAs have determined that there is approximately \$1.33 million of the \$203 million left to redirect as a result of projects that did not need or could not spend their entire BOS allocation by the required deadline.

**Unencumbered Funds**

Six BOS-approved projects did not fully expend their allocations, either because they achieved cost savings or because of contract end dates. The total of these funds is \$1,326,213.94 See Table I, below.

<b>Table I: Unencumbered Funds as of 12/31/2024</b>		
PC Employee Vaccine Incentive Project	\$34,163.25	Remainder after fully reconciling the project's expenses.
JobPath, Inc.	\$212,472.16	Contract ends 12/31/2024.
Curley School Gymnasium	\$33,331.00	PD&C realized cost savings on project
Northwest Services Center	\$701,451.00	PD&C realized cost savings on project
ITD Network Equipment	\$5,654.05	ITD realized cost savings on project
Strangulation Exams	\$322.00	Remainder is not sufficient for an additional exam
Epidemiological Infrastructure	\$2,218	Project remaining balance
Communicable Disease Testing	\$336,602.48	Unexpended funds in project
<b>Total available</b>	<b>\$1,326,213.94</b>	

**Expenses Reconciliation**

DCAs are requesting the budget adjustments listed in Table II, below, to fully spend Pima County's allocation of \$203,421,667.00. These adjustments accommodate four projects that experienced slight spending overages including: \$16,927.28 and \$1,312.07 due to staffing costs related to projects that were closed, one Communications project where \$379,999.19 in expenses was inadvertently tied to another fund, and one Parks and Recreation project where bids outpaced budget projections resulting in an additional \$382,000 needed to complete its final project - Manzanita Park Pool Pump replacement project. Additionally, staff are recommending adding monies to four projects where the funds will purposefully be used to augment the counties effectiveness. These include adding a water pump system at Tucson Mountain Park to electronically monitor water levels for \$128,000, adding a billing module and maintenance support to the TMC/Epic contract for \$180,000, and adding \$237,975.40 to the Drexel Project in support of property maintenance. Each impacted department director has contributed to and supports these decisions.

<b>Table II: Expenses reconciliation</b>		
<b>Project</b>	<b>Amount</b>	<b>Reason</b>
Economic Recovery Communications and Marketing	\$379,999.19	Expenses for this project were applied to a different fund. This is a correction.
Victim Services Community Needs Assessment / Domestic Violence Legal Services	\$16,927.28	Additional expenses were needed to close out program and terminate employees after funds were redirected.
Supportive Housing and Job Training	\$1,312.07	Additional expenses were needed to close out program and terminate employees after funds were redirected.
Parks and Recreation Department	\$382,000.00	Will allow for completion of the final APRA CSLFRF project – replacement of a pool pump at Manzanita Pool.
Attractions and Tourism – Leased Properties	\$128,000.00	Pump and well modernization in Tucson Mountain Park, which will provide staff with the ability to monitor and adjust the system remotely before total shutdown while delivering a consistent water source.
Hospital Infrastructure	\$180,000.00	EPIC Health System – Funds to add a billing module to the new system (\$48,000.00) and to ensure adequate monies for system maintenance for one year.
Drexel Property	\$237,975.40	Support Drexel shelter property maintenance. The on-going extensive use of this property has caused the need to prioritize maintenance needs to preserve the county’s investment and to ensure its long-term viability.
<b>Total expenses reconciliation</b>	<b>\$1,326,213.94</b>	

The Honorable Chair and Members, Pima County Board of Supervisors

Re: **Additional Information for the December 3, 2024, Board of Supervisors Meeting-  
Revised American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund  
(CSLFRF) Budget**

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**Recommendation**

I recommend the Board of Supervisors approve all fiscal and programmatic modifications requested herein to assure the County and its partners can expend the County's allocation of CSLFRF funds timely and completely and in compliance with U.S. Treasury guidelines.

JKL/dym

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer  
Steve Holmes, Deputy County Administrator

## ARPA CSLFRF budget to actual spreadsheet – 12/03/2024

DEPT	P C #	PROJECT	ALLOCATION	SPENT OR OBLIGATED BY 12/31/2024	REMAINING BALANCE	12/03/2024 RECOMMENDED ADJUSTMENTS	NOTES
AT	27	Leased Properties Re-opening Assistance	\$3,208,792.82	-\$3,208,792.82	\$0.00	\$128,000.00	Provide funds to install new electronically monitored water pump system at Tucson Mountain Park.
AT	25	City of Gastronomy Food Destination Promotion	\$499,225.96	-\$499,225.96	\$0.00	N/A	
AT	26	Old Tucson Reopening Assistance	\$3,812,900.93	-\$3,812,900.93	\$0.00	N/A	
AT	24	Visit Tucson Destination Promotion	\$1,999,829.24	-\$1,999,829.24	\$0.00	N/A	
AT	50	Downtown Tucson Partnership	\$0.00	\$0.00	\$0.00	N/A	BOS approved redirection of these funds in a previous meeting
DCS	20	Correctional Health Vaccine Purchase	\$164,812.57	-\$164,812.57	\$0.00	N/A	
DCS	22	Juvenile Correctional Dental	\$100,000.00	-\$100,000.00	\$0.00	N/A	
DCS	18	Victim Services Community Needs Assessment	\$700,000.00, of which \$601,111.75 was redirected <sup>#</sup>	-\$115,815.53	-\$16,927.28	\$16,927.28	<sup>#</sup> BOS approved redirection of these funds in a previous meeting. An additional funds were needed to close out program and lay off employees.
DCS	21	Mental Health Legal Representation Equipment	\$4,500.00 of which \$4,500.00 was redirected <sup>*</sup>	\$0.00	\$0.00	N/A	<sup>*</sup> BOS approved redirection of these funds in a previous meeting to #55: Strangulation Exams
DCS	23	Supportive Housing and Job Training	\$1,005,500.00, of which \$1,005,500.00 was redirected <sup>§</sup>	-\$1,312.07	-\$1,312.07	\$1,312.07	<sup>§</sup> BOS approved redirection of these funds in a previous meeting. Additional funds were needed to close out program and lay off employees.
DCS	55	Strangulation Exams	\$4,500.00	-\$4,177.88	\$322.12	-\$322.12	Recommend redirection of funds.
DCS	17	Domestic Violence Shelter Improvements	\$1,000,000.00	-\$1,000,000.00	\$0.00	N/A	

DEPT	P C #	PROJECT	ALLOCATION	SPENT OR OBLIGATED BY 12/31/2024	REMAINING BALANCE	12/03/2024 RECOMMENDED ADJUSTMENTS	NOTES
DCS	19	Correctional Health Vaccine Storage	\$35,187.43	-\$35,187.43	\$0.00	N/A	
COMMS	41	Public Health Communications and Outreach	\$1,094,000.00	\$1,094,000.00	\$0.00	N/A	
COMMS	42	Economic Recovery Communications and Outreach	\$326,000.81	-\$706,000.00	-\$379,999.19	\$379,999.19	\$379,999.19 in expenses were applied to a different fund, which has been corrected.
COMMS	49	Economic Recovery Marketing	\$150,000.00^	\$0.00	\$0.00	N/A	^Comms integrated this funding into #42: Economic Recovery Communications and Outreach.
CWD	10	PEEPs	\$29,943,454.00	-\$29,943,454.00	\$0.00	N/A	
CWD	13	Emergency Housing Support, Case Management, and Supportive Services	\$6,731,584.00	-\$6,731,584.00	\$0.00	N/A	
CWD	9	EELS	\$6,213,785.49	-\$6,213,785.49	\$0.00	N/A	
CWD	11	Data System Upgrade	\$955,939.51	-\$955,939.51	\$0.00	N/A	
CWD	12	Kino Service Center Facility	\$388,006.00 of which \$388,006.00 was redirected**	\$0.00	\$0.00	N/A	**BOS approved redirection of these funds in a previous meeting
DJS	58	JS Programming	\$540,000.00	-\$540,000.00	\$0.00	N/A	
DJS		JS Modular	\$660,000.00	-\$660,000.00	\$0.00	N/A	
PD&C	14	Northwest Services Center	\$37,600,000.00	-\$36,898,549.00	\$701,451.00	-\$701,451.00	Recommend redirection of funds.
PD&C	16	OME Equipment	\$4,000,000.00	-\$4,000,000.00	\$0.00	N/A	
PD&C	15	Curley School Gymnasium	\$3,456,000.00	-\$3,422,669.00	\$33,331.00	-\$33,331.00	Recommend redirection of funds.
GMI	60	Hospital Infrastructure	\$7,800,000.00	-\$7,800,000.00	\$0.00	\$180,000.00	Recommendation to add funds to include billing module and system maintenance for EPIC health system
GMI	44	PCC Micro pathways	\$4,714,187.72	-\$4,714,187.72.65	\$0.00	N/A	

DEPT	P C #	PROJECT	ALLOCATION	SPENT OR OBLIGATED BY 12/31/2024	REMAINING BALANCE	12/03/2024 RECOMMENDED ADJUSTMENTS	NOTES
GMI	45	JobPath Tuition and Support Program	\$3,003,500.00	-\$2,791,027.84	\$212,472.16	-\$212,472.16	Recommend redirection of funds.
GMI	56	Drexel Congregate Care Facility	\$3,900,000.00	-\$3,900,000.00	\$0.00	\$237,975.40	Recommendation to add funds to this project to spend on repairs and purchase portable showers.
GMI	47	Food Security Initiative	\$600,000.00	-\$600,000.00	\$0.00	N/A	
GMI	46	Fire District Support	\$938,452.06	-\$938,452.06	\$0.00	N/A	
GMI	52	Revenue Replacement	\$10,000,000.00	-\$10,000,000.00	\$0.00	N/A	
GMI/ FIN	54	PC Employee Vaccine Incentive Project	\$6,328,203.00	-\$6,294,039.75	\$34,163.25	-\$34,163.25	Recommend redirection of funds to existing projects.
HD	1	Epidemiological Infrastructure	\$17,138,038.08	-\$17,135,820.08	\$2,218.00	-\$2,218.00	Recommend redirection of funds to existing projects.
HD	3	Communicable Disease Testing	\$11,395,647.81	-\$11,059,045.33	\$336,602.48	-\$336,602.48	Recommend redirection of funds to existing projects.
HD	2	Communicable Disease Vaccines	\$9,682,590.01	-\$9,682,590.01	\$0.00	N/A	
HD	58	Mobile Health Vehicle	\$313,582.64	-\$313,582.64	\$0.00	N/A	
HD	57	Vector Surveillance	\$536,094.55	-\$536,094.55	\$0.00	N/A	
HD	4	Communicable Disease Mitigation / Congregate Settings	\$709,691.29	-\$709,691.29	\$0.00	N/A	
HD	5	Therapeutics and Genomic Sequencing	\$351,425.00	-\$351,425.00	\$0.00	N/A	
HD	7	Emergency Housing Medical	\$775,000.00	-\$775,000.00	\$0.00	N/A	
HD	08 a	HD Vaccine & Testing Salary	\$3,315,409.80	-\$3,315,409.80	\$0.00	N/A	
HD	08 b	HD Testing Support	\$2,075,341.49	-\$2,075,341.49	\$0.00	N/A	
HD	08 c	HD Vaccine Support	\$3,117,942.64	-\$3,117,942.64	\$0.00	N/A	
HD	48	Wayfinding Ellie Towne	\$4,883.91	-\$4,883.91	\$0.00	N/A	

DEPT	P C #	PROJECT	ALLOCATION	SPENT OR OBLIGATED BY 12/31/2024	REMAINING BALANCE	12/03/2024 RECOMMENDED ADJUSTMENTS	NOTES
ITD	33	Broadband Infrastructure	\$1,230,000.00	-\$1,230,000.00	\$0.00	N/A	
ITD	32	Public Safety Support Network Upgrade	\$920,000.00	-\$920,000.00	\$0.00	N/A	
ITD	31	Remote Enabled Workforce Security Upgrade	\$3,155,000.00	-\$3,155,000.00	\$0.00	N/A	
ITD	35	Security Software Services Implementation	\$1,150,000.00	-\$1,150,000.00	\$0.00	N/A	
ITD	34	Network Equipment	\$550,000.00	-\$544,345.95	\$5,654.05	-\$5,654.05	Recommend redirection of funds to existing projects.
NRPR	53	Parks Improvement	\$2,000,000.00	-\$2,000,000.00	\$0.00	\$382,000.00	Recommend use of remaining available funds to complete Manzanita Pool Pump replacement, which was part of original scope of work.
SC	36	Superior Court Remote Enabled Projects	\$3,000,000.00	-\$3,000,000.00	\$0.00	N/A	
STADIUM	30	Kino Event Center	\$750,000.00	-\$750,000.00	\$0.00	N/A	
STADIUM	28 / 29	Kino parking lot restoration plus asphalt development	\$1,521,775.99	-\$1,521,775.99	\$0.00	N/A	