



MEMORANDUM

Date: August 16, 2023

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

From: Jan Lesher 
County Administrator

Re: **Additional Information for the August 8, 2023 Board of Supervisors Meeting – Consent Calendar Agenda Item Nos. 5-7, Recorder's Office Document Storage and Retrieval Fund**

At the last Board of Supervisors Meeting on August 8, 2023; Consent Calendar Agenda Item Nos. 5 – 7 were continued upon a request for a memorandum from Finance and Risk Management to verify reconciliations as amended are accurate. Attached please find the response from Finance and Risk Management Director Ellen Moulton.

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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
Ellen Moulton, Director, Finance and Risk Management

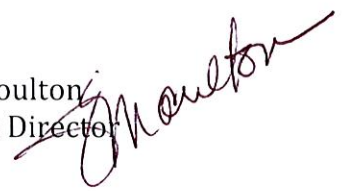
2023 AUG 21 10:00 AM PCLX001

MEMORANDUM

Date: August 16, 2023

To: Jan Leshner
County Administrator

From: Ellen Moulton
Finance Director



Re: **Follow-up to Board of Supervisors August 8, 2023, Consent Calendar
Agenda Item Numbers 5-7 – Recorder's Office Document Storage and
Retrieval Fund**

Finance and Risk Management has verified that the total revenues, expenditures, and fund balance within the amended July and August Recorder's Office Document Storage and Retrieval Fund summary reports, and also the regular September through June summary reports, are accurate based upon the information provided. As stated by the Recorder's Office at the August 8, 2023, BOS meeting, Finance and Risk Management worked with Recorder's Office staff to ensure that the reconciliations were properly amended and are now accurate.