

FLOOD CONTROL DISTRICT BOARD MEETING MINUTES

The Pima County Flood Control District Board met in regular session at their regular meeting place in the Pima County Administration Building (Hearing Room), 130 West Congress Street, Tucson, Arizona, at 9:00 a.m. on Tuesday, January 21, 2025. Upon roll call, those present and absent were as follows:

Present: Rex Scott, Chair
Adelita S. Grijalva, Vice Chair
*Dr. Matt Heinz, Member
Steve Christy, Member

Absent: Jennifer Allen, Member

Also Present: Jan Leshar, County Administrator
Sam E. Brown, Chief Civil Deputy County Attorney
Melissa Manriquez, Clerk of the Board
John Stuckey, Sergeant at Arms

*Supervisor Heinz joined the meeting at 9:38 a.m.

1. HEARING - CODE TEXT AMENDMENT

ORDINANCE NO. 2025 - FC¹, of the Board of Directors of the Pima County Flood Control District, amending the Floodplain Management Ordinance Chapter 16.36 (Subdivisions and Development) to allow the issuance of building permits in subdivisions and commercial development prior to the completion of drainage and grading improvements and to allow the District to approve rough grading statements.

Jan Leshar, County Administrator, stated that this item and Minute Item No. 2, were related to drainage improvements in subdivisions and commercial developments.

Carmine DeBonis, Jr. Deputy County Administrator, stated this item allowed for the Flood Control District to issue permits when they received a statement from an engineer that said the drainage improvements that had been roughed in, but not yet completed, were sufficient to protect the structures that were being permitted and the downstream properties. He explained that under the current Code, those drainage improvements had to be entirely completed and an engineer had to submit an as-built plan that reflected the final construction of those improvements. He stated that in certain instances, the rough grading was sufficient to allow structures to be constructed, permits to be issued, and protected the surrounding properties. He stated that this would streamline the process and would allow the development to continue progressing. He indicated that the process for final acceptance of improvements and the release of those new built homes for sale to the public was already in place and this was in tandem with that process. He stated that if the Board approved this item, Minute Item No. 2 was relative to establishing the

technical procedure to effectuate the Code Amendment. He stated that staff recommended approval of both items.

Supervisor Christy asked what had prompted this amendment to the Code.

Mr. DeBonis, Jr., responded that the County had regular interactions with the development industry at a variety of stakeholder forums. He explained that the Southern Arizona Home Builders Association (SAHBA) had identified this issue when some of their members asked to receive building permits while drainage improvements were being completed, but were unable to do so under the current Code. He stated that ongoing interaction and engagement with the homebuilding industry led to a concurrent agreement that this would be beneficial for the processing of development.

Supervisor Christy summarized that there was an identifiable problem prior to the creation of this adjustment and this was to address that problem, and it would streamline the entire process.

Mr. DeBonis, Jr., responded in the affirmative.

The Chair inquired whether anyone wished to address the Board. No one appeared. It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to close the public hearing and adopt the Ordinance.

2. **CONTROL TECHNICAL PROCEDURE 111 AND AMENDMENTS TO THE DESIGN STANDARDS FOR STORMWATER DETENTION AND RETENTION MANUAL**

ORDINANCE NO. 2025 - FC~~2~~, of the Board of Directors of the Pima County Flood Control District, adopting new Technical Procedure 111 Interim Use of Rough Grading Statement in lieu of as-built certification and amending the Design Standards for Stormwater Detention and Retention Manual to conform to the Technical Procedure and Floodplain Management Ordinance.

(Clerk's Note: See Minute Item No. 1, for discussion related to this item.)

The Chair inquired whether anyone wished to address the Board. No one appeared. It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to close the public hearing and adopt the Ordinance.

3. **ADJOURNMENT**

As there was no further business to come before the Board, the meeting was adjourned at 12:37 p.m.

CHAIR

ATTEST:

CLERK

DRAFT

WILDFLOWER COMMUNITY FACILITIES DISTRICT BOARD MINUTES

The Pima County Wildflower Community Facilities District Board met in regular session at their regular meeting place in the Pima County Administration Building (Hearing Room), 130 West Congress Street, Tucson, Arizona, at 9:00 a.m. on Tuesday, January 21, 2025. Upon roll call, those present and absent were as follows:

Present: Rex Scott, Chair
Adelita S. Grijalva, Vice Chair
*Dr. Matt Heinz, Member
Steve Christy, Member

Absent: Jennifer Allen, Member

Also Present: Jan Leshar, County Administrator
Sam E. Brown, Chief Civil Deputy County Attorney
Melissa Manriquez, Clerk of the Board
John Stuckey, Sergeant at Arms

*Supervisor Heinz joined the meeting at 9:38 a.m.

1. ORDER AND CALL FOR ELECTION

RESOLUTION NO. 2025 - WCFD₁, of the District Board of Wildflower Community Facilities District, ordering and calling an election with respect to increasing the rate of levy of an ad valorem property tax attributable to the operation and maintenance expenses of the district.

Jan Leshar, County Administrator, stated that this was a request to hold an election to increase the tax rate in order to pay for critical infrastructure within the community.

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to adopt the Resolution.

2. ADJOURNMENT

As there was no further business to come before the Board, the meeting was adjourned at 12:37 p.m.

CHAIR

ATTEST:

CLERK

BOARD OF SUPERVISORS' MEETING MINUTES

The Pima County Board of Supervisors met in regular session at their regular meeting place in the Pima County Administration Building (Hearing Room), 130 West Congress Street, Tucson, Arizona, at 9:00 a.m. on Tuesday, January 21, 2025. Upon roll call, those present and absent were as follows:

Present: Rex Scott, Chair
Adelita S. Grijalva, Vice Chair
*Dr. Matt Heinz, Member
Steve Christy, Member

Absent: Jennifer Allen, Member

Also Present: Jan Leshar, County Administrator
Sam E. Brown, Chief Civil Deputy County Attorney
Melissa Manriquez, Clerk of the Board
John Stuckey, Sergeant at Arms

*Supervisor Heinz joined the meeting at 9:38 a.m.

1. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Land Acknowledgement Statement was delivered by the Reverend D. Grady Scott, Chair, 2025 MLK Celebration Tucson Committee.

3. PAUSE 4 PAWS

The Pima Animal Care Center showcased an animal available for adoption.

PRESENTATION

4. Recognition of the "We A.R.E. Gems" Quarterly Recipients

Pursuant to Administrative Procedure 23-5, Employee Recognition Program, the following employees have been selected for the quarterly "We A.R.E. Gems" recognition:

- Luz Elias-Atkins - Assessor's Office
- Amy Belk - Conservation Lands & Resources
- Suzanne Castro-Fajardo - Finance & Risk Management
- Lauren Dinauer - Health Department
- Nicholas Ramirez - Health Department
- Chinyere Olumba - Library

- Karina Pacheco - Library
- Jodi Layton - Parks & Recreation
- Joe LaPare - Sheriff's Department

Jan Leshar, County Administrator, presented the awards to the recipients. No Board action was taken.

RECOGNITION

5. Recognition of the retirement of Ellen Moulton, Director, Finance & Risk Management, for 25 years of service.

Jan Leshar, County Administrator, stated that Ms. Moulton had previously served as the CFO of Kino Hospital before moving to the Finance Department in 2004, where she held a variety of roles before becoming the Director of the department. She recognized Ms. Moulton's pivotal role in creating the Analytics and Data Governance department, which helped increase the transparency of the County's budget and finances. She thanked Ms. Moulton for her 25 years of dedicated service and wished her well in retirement.

No Board action was taken.

6. Recognition of the retirement of Sharon Zaher, Information Technology Applications Developer II, Information Technology Department, for 40 years of service.

Jan Leshar, County Administrator, recognized Ms. Zaher for her long tenure with the Information Technology Department (ITD) and for her role in training employees on the County's ITD systems. She thanked Ms. Zaher for over 40 years of dedicated service to the County and wished her well in retirement.

No Board action was taken.

PRESENTATION/PROCLAMATION

7. Presentation of a proclamation to Sandra Franco and Isabel Franco, La Estrella Bakery, proclaiming the day of Tuesday, January 21, 2025 to be: "LA ESTRELLA BAKERY APPRECIATION DAY IN PIMA COUNTY"

It was moved by Chair Scott, seconded by Supervisor Christy and carried by a 3-0 vote, Supervisor Heinz was not present for the vote and Supervisor Allen was absent, to approve the item. Supervisor Grijalva made the presentation.

8. **CALL TO THE PUBLIC**

Colton Noble, Owner, Charron Vineyards, provided an update on the status of the Conditional Use Permit (CUP) for the vineyard. He explained that, despite communication with the Pima County Development Services Department (DSD),

Charron Vineyards had not yet determined what set of conditions and restrictions would be necessary for approval of their CUP. He stated that Charron proposed several sets of conditions that were deemed unacceptable by DSD and believed the Arizona Farm Winery Law, in its own right, allowed them to have a tasting room on the premises, and that a permit for a tasting room was previously issued to the winery in 2016. He stated that Charron's goal was to be able to update their infrastructure without being required to meet unreasonable conditions, and they would continue to work with the County on conditions that would be acceptable to both parties.

Shirley Requard addressed the Board regarding the return of President Trump and the positive consequences she believed would result from his presidency.

Robert Reus spoke about the new presidential administration and his belief that Jeffersonian economics was the only hope for the country.

Keith Van Heyningen spoke about the history of his family and expressed his hope that many current political problems could be fixed.

* * *

Supervisor Christy requested that DSD staff meet with Mr. Noble to discuss all of the issues he raised regarding the conditions for the CUP at the winery. He suggested that a meeting or another type of communication could be arranged between his district office staff, DSD and the winery owners to resolve this matter.

9. **CONVENE TO EXECUTIVE SESSION**

It was moved by Supervisor Grijalva, seconded by Chair Scott and carried by a 4-0 vote, Supervisor Allen was absent, to convene to Executive Session at 11:50 a.m.

10. **RECONVENE**

The meeting reconvened at 12:06 p.m. Supervisor Allen was absent. All other Board members were present.

EXECUTIVE SESSION

11. Pursuant to A.R.S. §38-431.03(A)(3) and (4), for legal advice and direction, regarding the Receipt, Release, and Approval of Accounting submitted by Bogutz & Gordon, P.C., on behalf of the Estate of Paula Lowe for the distribution of funds to the Pima Animal Care Center.

This item was informational only. No Board action was taken.

BOARD OF SUPERVISORS

12. Board of Supervisors Representative Updates on Boards, Committees and Commissions and Any Other Municipalities

Supervisor Christy spoke about the devastating wildfires in the Los Angeles area and recognized that Pima County and its neighboring communities shared the same vulnerability and it was important to be prepared for that type of disaster. He reported on the Firewise Certification Program, which had been implemented in the Mt. Lemmon/Summerhaven community as a result of the numerous fires that had devastated that area over the past few decades. He explained that the program assigned neighborhoods to work together to create an environment that inhibited and prevented the risk of wildfires. He stated that it was a very rigorous certification process and participants had to comply with clearing underbrush and had to make their home preventable from wildfires. He stated that during the last major fire that occurred on Mt. Lemmon, the Summerhaven area avoided extensive damage due to its Firewise certification. He added that several HOAs in the Green Valley area had received their certification through the program. He stated that his district office could provide additional information on the program to community members and to other Board members. He encouraged the Board and the Office of Emergency Management to implement the program throughout the County in order to prevent future wildfires.

Chair Scott thanked Supervisor Christy for his comments and requested that the County Administrator follow up with the Board on what wildfire prevention measures were already being taken in the County and what more could be done.

Supervisor Christy mentioned that the double edged sword of the entire process was the insurance liability availability that was either being pulled completely from homeowners or premiums that skyrocketed. He hoped this was one area that might give some sort of relief when insurance companies saw huge communities that had taken part in the Firewise Program.

Chair Scott stated that he took part in meetings of the County Supervisors Association (CSA) in Phoenix that were centered around orientation for new supervisors throughout the state, and that Supervisor Allen had also attended the orientation. He stated that he attended the first meeting of the CSA Legislative Policy Committee, where the discussion focused on the House Bill introduced by Arizona Senate President Peterson which would have some significant impacts on the conduct of elections within the State. He stated that the CSA had not yet determined its position on that legislation, but CSA staff would be reaching out to counties for their input.

This item was informational only. No Board action was taken.

COUNTY ADMINISTRATOR

13. Update on County Initiatives to Address Homelessness and Public Safety

Jenifer Darland, Director, Office of Housing Opportunities & Homeless Solutions (OHOHS), provided a slideshow presentation and stated that the purpose of this update was to highlight where they had left off from calendar year 2024. She reminded the Board that OHOHS was established with five guiding priorities that included conducting an inventory of existing County and partner programs; describing and illustrating the homeless response system and care coordination; developing County and public facing communication strategies to enable individuals to understand where and how to access services. She stated that the fourth and fifth priorities would be the basis and update for this presentation. She stated that the fourth priority was to develop a strategic and continuous improvement plan with the goal of ensuring County programming was responsive, sustainable and equitably distributed. She explained that current County programming as operated under County Administrative Procedure 50-2, Homeless Protocol, had taken up the largest of the office's focus and priorities in response to the high increase of street homelessness and people living in places not meant for human habitation. She assured the Board that any of the updates that had been proposed or were under review had not interrupted the County's consistent response. She stated that while they were waiting for the updates to the policy to be reviewed and finalized, the protocol continued as-is, and the updates were needed to refine and memorialize the existing and developing best practices and approaches that staff had incorporated into their daily effort and made it a consistent strategy. She stated that currently there was a draft under review with strategic development leadership of the Pima County Regional Flood Control District. She stated that particular department had the largest understanding and maintenance responsibility for the County, and they were asked to take the lead in the first initial review of the protocol revisions. She stated that they also continued to work with the County's Information Technology Department and the Geographic Information System team for the development of a data system that could interface with the regional reporting tool and to help them better track data and the rate at which encampment activities were being reported to the County, which departments were responsible for it and where it was occurring repeatedly so they could develop some strategies to promptly intervene wherever possible. She stated that the fifth priority was to develop a means of tracking the efficacy of County assistance programs, and to work with departments and partner agencies and governments to develop attainable measures of success. She stated this would involve collaborating with County departments and their leadership to identify the programming, and the partners specifically, to identify shared metrics and data points to be able to monitor where programming was occurring, and the overall goals of those programs. She stated that would show where they had some system alignment between the departments, who they partnered with and how they tracked. She explained that for the period of December 1 through November 30, 2024, they had over 2,000 confirmed encampment reports for the entire region, about 15% fell within unincorporated Pima County, approximately 1% fell within other jurisdictions in Oro Valley, Marana,

Sahuarita, or the Town of South Tucson. She noted that of the 323 reports in unincorporated Pima County, those were located at a subset of parcels of property that were either privately owned or were maintained by other Federal or State agencies for which they did not have jurisdictional authority to proceed with any activities, however, they continued to collect the data point as a report on their asset. She stated that as previously communicated in prior updates, the Public Works teams, including the County's Department of Transportation (DOT) and Flood Control District, had identified the appropriate points of contact for any of the Federal or State agencies to which they could liaise and notify them of reported encampments on their assets. She went over the highlights of the program and recognized the accomplishments of the County departments and their partnership with the City of Tucson (COT) in competing for some highly competitive grants offered by the U.S. Department of Housing and Urban Development (HUD). She stated that the first grant was the Pathways to Removing Obstacles to Housing, which included \$7 million over five years for the purpose of increasing the opportunity of affordable housing in areas identified as high opportunity areas and for the County it equated to about \$3 million over the course of the grant. She stated that it would also fund a Transportation Impact Fee Subsidy Program that would be for any development fees that could be waived or covered for development of affordable housing in unincorporated Pima County. She stated that \$2 million in gap funding would be released for the development of affordable housing in high opportunity neighborhoods. She stated that the second grant was the Preservation and Reinvestment Initiatives for Community Enhancement, which included \$11.5 million over five years to increase financial support for residents in mobile homes or manufactured parks or communities. She stated that it was also for the rehabilitation and relocation of mobile homes, in the County and the COT, to provide eviction prevention support for County residents that were leasing or renting mobile homes in mobile home parks. She added that these grant opportunities aligned with Board of Supervisors Policy E. 36.2, Reducing Generational Poverty and Improving Individual and Community Wealth, more commonly referred to as the Prosperity Initiative. She added that these grant opportunities were successfully competed for in partnership with the County's Development Services Department, Community and Workforce Development (CWD), DOT, Real Property, and their counterparts at the COT.

Supervisor Grijalva stated that her office had the opportunity to dive deep into some of the departments and the support that was happening in the community, and in helping them to better understand how the COT had a role, the County had a role, Flood Control had a different role within the County and law enforcement and the courts. She stated that it would be very helpful if they created a grid or a guide for further understanding, because when there was an unhoused person in front of a business, in your neighborhood, or a fire happened, everyone in that area started to point fingers and it would be very helpful to understand how they could better work together and where the separation of the branches of government were and how they interplayed. She stated that she heard about it during the past weekend that something was not done, but she tried to explain the difference between the COT and County law enforcement, the courts, and the County Attorney's role.

Supervisor Christy asked whether they foresaw any impacts from the incoming administration in Washington with executive orders that might affect this.

Ms. Darland responded that they were not expecting any executive orders related to housing for homeless individuals, but were monitoring for any HUD released notices for rule changes associated with McKinney-Vento Act-aligned programming for housing for at-risk and homeless individuals. She stated that early indications, as previously shared in the December update to the Board, were that there could be some changes to the participation requirements prior to housing, but it was speculative until notices were published. She agreed with Supervisor Grijalva that there was importance in delineating the differences between the responsible entities and their goal was to get as many ducks in a row as they could with respect to the protocol, so that they could also work with the Board offices and explain some of those changes and operational pivots, and to better establish and solidify points of contact for their staff and constituents, so that it removed frustration that could exacerbate the circumstances and situations. She stated that they often worked in collaboration with COT because the County had assets in their law enforcement jurisdiction and so the County had to be mutually aligned wherever possible and practicable, on addressing, providing outreach, clean up and remediation, and maintenance and surveillance of the site, but also working in partnership with their law enforcement leaders on strategies when appropriate, when there were activities that violated the rules.

Supervisor Grijalva added that the County's Non-Governmental Organization (NGOs) did a lot of heavy lifting depending on different populations in the community and provided different supports. She stated that she wanted to get away from the finger pointing and try to understand the differences because it seemed to go back and forth, and it would help Board offices and people navigate it when they received calls.

Supervisor Christy asked whether they were confident that they would be able to prepare and adjust should there be any rule changes from HUD or the administration, that the County was monitoring them and would adjust accordingly in a timely fashion.

Jan Leshar, County Administrator, explained that staff was currently reviewing the executive orders that were issued the prior day and would begin a crosswalk with all of the County's programs to determine the impacts and what was needed, if anything, to adjust to that. She noted that the State propositions for housing opportunities that passed were critical and the Board had asked for a report. She stated that Mr. Brown recently completed an evaluation from the County Attorney on the propositions that were adopted by the voters and that would be provided to the Board. She stated it was for Proposition 312, which involved property tax reimbursement, the County would adhere to all the new rules, and the Board would receive an evaluation fairly soon as to what the first tranche of executive orders were and how staff would line them up.

Chair Scott referred to the County Administrator's Memorandum dated January 14, 2025 and stated that one of the main tasks cited for the office was to develop a strategic and continuous improvement plan with the goal of ensuring County programming was responsive, sustainable and equitably distributed. He asked if the Board could somehow be engaged in the development of that plan, or at least receive updates on its development. He added that Ms. Leshner's memorandum mentioned six critical elements, and read aloud the fifth element, "Unifying a vision for County Programming, where the County and other jurisdictional and community partners to support crisis intervention, navigate vulnerable/at-risk or homeless individuals into programs to alleviate their housing crisis, including shelter, housing, treatment or justice services." He requested data on how the County has had success, or where they saw further need for improvement in encouraging individuals that were resistant to accepting those services to do so. He stated that was also consistent with Protocol Procedure No. 3, where there were various departments within the County that were called upon to intervene any time an encampment was discovered. He stated that there were several departments that were cited, like Behavioral Health and CWD, and he would like to be provided with data, both anecdotal and statistical, on successes with the interventions of those departments. He further referred to the memorandum regarding the sixth critical element, efforts within the community, including the County, the COT, and the NGOs that successfully staved off further increases in homelessness, and similarly requested some examples that could be cited of those successes. He stated that the third key task in 2025 for OHOHS' focus was to work with the County's Health and Human Services departments on developing unified understanding and vision for how County programs and services should be leveraged for vulnerable/at-risk or homeless individuals and families and it might be aligned with some of his earlier requests, but he wanted more detail on how they would be approaching that third key task. He acknowledged the extraordinary success of people in the community that had benefitted from the Emergency Eviction Legal Services (EELS) office and requested more tangible examples of EELS interventions that could be built upon and included in that strategic and continuous improvement plan. He stated that the fifth part of the protocol dealt with efforts to discourage homeless individuals from returning to cleared encampments and requested data on how the County had done in discouraging returns to areas that had been cleared. He stated that in a previous report, an estimate of additional shelter space was provided to the Board that was needed throughout the County, including incorporated jurisdictions, and he requested updates on steps the County could take on their own or in partnership with the private and public sectors, to increase the amount of shelter space.

Ms. Darland responded that part of the activities related to the update and the protocol were for the granular details of processes and systems for which they could pull out the data requested by Chair Scott. She stated that one of those challenges was that independent departments had their own independent system to track pieces of information. She stated that with respect to what was being accepted and denied was anecdotal, and as previously updated, 1 in 10 accepted services and everyone else declined. She stated that to establish a central system and refine

their protocol process was to be specific about the types of data collected when staff responded to an encampment on a County asset. She stated this could include the number of people, basic demographics, who was being encountered, were they encountering people that were chronically homeless, families, individuals, people with significant barriers to housing, such as, number of people in the household, pets, active felonies, etcetera. She stated that those would be aligned to begin developing these systems to get data that started to illustrate the complexity of the crisis, but at this point, it had been anecdotal.

Chair Scott asked whether everything Ms. Darland spoke about would form the basis of the agendas for the proposed quarterly meetings with department heads.

Ms. Darland responded in the affirmative.

Supervisor Heinz commented that in regards to Affordable Housing Gap Funding, which he thought had a lot to do with what was being discussed, he stated that it was impressive that for every dollar spent of the \$10.9 million, it leveraged \$38.00 for every dollar, which was incredible. He stated that this was working and over 1,000 units had been preserved or created. He added that another 8,000 units were needed at least for the very lowest income households. He stated that more could be done, and it was not necessarily completely universally accepted by all of his colleagues, but now there was data that showed that this worked really well. He stated that he would love to see the Board increase the amount that could possibly be increased, given the constraints of the budget. He stated that by putting people in some kind of stable housing situation from a medical and compassion standpoint, was the right thing to do, and it saved the County on different costs in so many other ways. He appreciated that part of it and thanked staff for bringing it forward.

This item was for discussion only. No Board action was taken.

COMMUNITY AND WORKFORCE DEVELOPMENT

14. Revised Outside Agency Committee Funding Recommendations for Fiscal Year 2024/2025

Senior Support Category

Agency/Program/Contract/Current Award/Revised Recommendation

About Care, Inc., d.b.a. About Care/Empowering Independent Living/-/\$15,000/-
Administration of Resources & Choices/Elder Shelter Coordination & Placement
Program/PO2400013326/\$38,568/\$40,235

Arivaca Coordinating Council/Human Resource Group, Inc., d.b.a. Arivaca Human
Resource/Senior Support/PO2400010322/\$21,881/\$23,548

Catholic Community Services of SO AZ, Inc./Quincie Douglas
Breakfast/PO2400009557/\$33,005/\$34,672

Green Valley Assistance Services, d.b.a. Valley Assistance Services/Older Adult Resource Program
Specialist/PO2400016157/\$15,000/\$15,000

Interfaith Community Services/ICS Mobile Meals/PO2400011831/\$30,895/\$32,562

Interfaith Community Services/Transportation Services for At-Risk
Seniors/PO2400011831/\$30,512/\$32,178

Mobile Meals of Southern Arizona, Inc./Mobile Meals of Southern Arizona Meal Delivery Program/PO2400016515/\$28,498/\$30,165
Southern Az Assoc for the Visually Impaired, d.b.a. Saavi Services for the Blind/Health and Wellness Program for Blind Seniors/PO2400016253/\$19,771/\$21,437
St. Luke's in the Desert, Inc., d.b.a. St. Luke's Home/The Stronger, Longer Senior Dietary Program/PO2400016958/\$24,374/\$26,041
YWCA of Southern Arizona/Las Comadritas/PO2400017222/\$26,100/\$27,766
Service Category Total: \$283,604/\$283,604

Jan Leshar, County Administrator, stated that About Care was one of the agencies previously approved for funding, but had declined the award since they were no longer going to provide services. She stated that staff worked with the Outside Agency Review Committee and recommended a redistribution of those funds to the listed agencies.

It was moved by Supervisor Grijalva, seconded by Chair Scott and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

ELECTIONS

15. 2024 General Election After Action Report

Discussion/Direction/Action regarding the Pima County Elections Department 2024 General Election After Action Report.

Chair Scott stated the Board would discuss Minute Item Nos. 15 and 34 together for the After-Action Reports from the County Recorder and the Elections Director. He thanked Mr. Brian Bickel for his attendance and for his long standing service to the Election Integrity Commission.

Constance Hargrove, Director, Elections Department, provided a slideshow presentation of the After-Action Report for the November 2024 General Election. She stated that there was always talk about safe and secure elections and acknowledged it. She stated that in 2022, when she started with the County and even before that, there was some concern about the implementation of vote centers and the security of the process. She stated that there were many unknowns and challenges they faced, but currently with their new check-in process, the way they were going to issue ballots to voters, the new equipment, the many unknowns were there. She stated that the department worked tirelessly over the past two years, and especially the previous year, to understand the technology, the process, and how to program and prepare for the election. She stated that they have gotten to a point where they were not so reliant on the vendor to program, to troubleshoot and resolve issues for them, and they could do that themselves, which created a more secure process. She added that training of front-line poll workers helped to secure the process as well and during the general election felt more secure about their jobs. She stated that they understood what they needed to do, and even with the challenges of a two-card ballot, they were able to get the job done, have voters come in and cast their ballots and felt confident at the end of the night about the job that they had done. She stated that this election was the most safe and secure

election that the County had since her time with the department, and she stood by that. She explained that in a polling place, the poll workers were their front-line defense, so they had to arm the poll workers to be able to ensure that voters were safe, that the equipment was safe, and that everything they did was safe in that environment. She stated that the additional trainings provided, as well as their confidence and knowing they would be supported, helped them to ensure that there was safety. She stated that situational awareness was always in the forefront of their minds to ensure that poll workers were observing what was going on in the vote center, outside of the vote center, and were reporting that information as needed. She explained that she worked with the Communications Department and presented a very robust media campaign to voters, as well as the two-card ballot and reached every demographic. She stated that in the past year, they attended many outreach events, which the Elections Department had not done many of those before and also shared some events with Recorder Cázares-Kelly. She stated they presented to different groups, which was very informative, and the most informative and beneficial to voters, was when they went to SAAVI, the School for the Blind, and brought the accessible equipment to set up a mock election and it was very informative to herself and staff as well as her trainers, to see how they navigated through a line to get to the check-in station, as well as how they worked with the equipment to actually cast a ballot. She stated that it was disheartening to her that the ballot was so long, because with the 19-inch, two-card ballot, it took one person about 20 to 25 minutes to get through that entire process. She stated that they patiently went through and did it and was grateful and happy that they would be able to vote on Election Day. She stated that they would work with the disability community to ensure everyone could vote a ballot independently if they chose to do so. She explained that they had over 1,600 Election Day workers, and of those, 1,355 were poll workers and they also hired individuals that worked at the receiving stations, troubleshooters that supported the polling places on Election Day, as well as Boards that worked on election night when those supplies and ballots were brought back to the office. She stated that amount did not include any other intermittent employees they had throughout the election process, but she was very happy that they were there, and they worked tirelessly. She stated that they depended on seasonal workers because the staff was very small, and without them they could not get the job done. She explained that a lot of people were watching and commenting on Early ballots coming through to Elections from the Recorder's Office and the Early Board had some challenges this election. She stated that in addition to the two-card ballot, they also had to learn new processes on how to document and track that. She stated that it was really critical that they tracked each affidavit and each ballot/cards. She added that they also had to keep track of the affidavit envelopes, as well as the number of cards that came through, because not every envelope had two cards in it. She explained that Federal-only ballots had one card, and then some individuals may have only turned in one card and so keeping track of that to go to tabulation was very important, because they were counting the number of cards. She stated that if that count was not correct, they would stop and do a hand count, separated them out to see how many cards they had, and they would do a hand count to ensure that the number was correct. She added that if it did not match up, those ballots went back to the Early Board so they could find the

error. She stated that they had individuals that would check the affidavit envelopes after they were empty, just to ensure they did not miss anything. She stated a lot went into processing early ballots and one of their sticking points was duplication. She stated that duplication took a long time, especially with having such a large ballot and it was a bottleneck. She stated they received a lot of duplicated ballots and received them later in the election, which caused some angst, because they were trying to get those done as quickly as possible. She stated they had to verify everything being done, so it was duplicated and then it had to be verified by someone, and there was an extra check to ensure that every ballot that went to duplication, that there was another ballot that replaced it. She stated that she was heartened by the early board on the last night worked, they worked on November 16th after they received all the ballots from the Recorder's Office. She stated that the last night they worked, they were supposed to get off at 6:00 p.m., but they were not close to being done and without asking them, the majority of them stayed until 1:00 a.m. to complete processing and duplicating the ballots. She stated that they were able to tabulate those ballots, and we were able to get out by 3:00 a.m. on the 17th, which was when they completed the election. She stated that she could not say enough about the importance of County collaboration, without her partners, the other departments, department directors, the Recorder's Office, it could not have been done. She stated that there were a lot of moving pieces to an election, and she reached out to her counterparts, and they all rose to the occasion, they did not ask any questions and there was no pushback. She stated that all she had was support and she was proud to be in Pima County to work with such dedicated individuals. She went over the major expenses they had during the election and stated that overtime and temporary workers were high, but that it would be in a Presidential Election and that due to the additional hours and time it took them to process the two-card ballots, it was definitely higher than in any other time. She stated that Election Day personnel stayed about the same and ballot costs would have been half the amount if they only had one ballot card and would see a significant savings in ballots as long as they did not continue to have two-card ballots going forward. She went over the early ballot numbers when they received them from the Recorder's Office and stated that over the course of the last two years, 2022 and 2024, there had been an upward trend of receiving ballots the week before the election, which they needed to adjust for. She stated that it was really hard to determine when a voter was going to return a ballot and they could not control that. She stated that sometimes they had individuals working, sitting, waiting for work to come in and then other times they were super busy. She stated they had to figure out a way where they could be more flexible in that. She stated that the lessons learned included things like the size of vote centers mattered and some vote centers that had over 100 voters per hour that were actually processed. She stated that did not tell her how many people were in line, but she knew they checked in over 100 voters per hour and they needed the flexibility to be able to staff up and add additional equipment if needed, so that they could get people through the lines quicker. She stated that early ballot processing and flexibility was critical and she noted in the report that they would explore adding a second shift. She stated that a second shift would be required because they did not have enough room to add more Boards in the space they currently had. She stated that they were

currently in the process of trying to determine the best way to do that, because permanent staff would have to be flexed so that they could be there for the second shift. She stated that there were exploring options to expedite the ballot duplication process and had looked at something that one of the vendors had, but to her it was prohibitively expensive and not justifiable where they could just have more people do the job. She stated that receiving stations were open on election night when the Poll Workers, Inspectors and Marshals returned their ballots and equipment and that was where they took them to. She added that they had ten receiving stations with varying numbers of polling places that returned their supplies there. She stated that some of the vote centers finished earlier than others and the receiving station had to wait for those individuals that got there later. She stated that they wanted to take a look at a way to ensure that they were not sitting there waiting for the last person, especially in a really large election, so that they could get the ballots back to central receiving sooner to get them processed on election night and get more processed. She stated that the last vote center that turned in their supplies during the General Election was after 1:00 a.m., and so that meant that those individuals were sitting there for a long time with some other ballots that possibly they could have had there to be able to process. She stated that was something that they were definitely going to take a look at. She stated that her concerns were with a new early ballot process that was already in statute where individuals could bring their early ballots to a vote center, show their identification, be checked in and it had to be a separate check-in and separate line, a separate box for them to go in, and were stamped with "ID Verified." She stated that those ballots did not go to the Recorder's Office after the election, but stayed with the Elections Department. She stated that they opened them, processed them and tabulated them, but they still had those other early ballots that they would receive at the vote center that had to go to the Recorder's Office to be signature verified and then went back to Elections to be tabulated. She stated that the new process would add more equipment and more Poll Workers, so space was definitely an issue when looking at vote centers, ensuring that they could accommodate everything needed for the new law. She stated that there was a lot of new legislation, but new legislation had been introduced that would extend changing it. She stated that they were no longer calling it emergency voting but would extend early voting until 7:00 p.m. on Monday night, which gave her a little bit of a pause because the Poll Workers were asked to set up on Monday night to test the equipment to ensure that connectivity and everything was working. She stated that they were not going to be able to get in until probably 9:00 p.m. because they needed time to close out the early voting location, count the ballots, have those ballots transported, then they would not be able to set up on Monday night, which meant that any issues encountered would be on Tuesday morning, which was Election Day. She stated that they tried not to do that because it created anxiety for the Poll Workers and staff, and they could run into a situation of having voters in line that were also anxious because they were trying to resolve an issue that could have been taken care of the night before. She reiterated that gave her pause for those locations that were shared with the Recorder's Office, but they would work through it. She went over their accomplishments throughout the Election and stated they had improved training and the Poll Workers were really happy about the training classes that they added

and the hands-on training they received. She added that one of those training classes was a simulation class where it was set up like a vote center, and the trainer tasked Inspectors and Marshals, and they went through the check-in process and scenarios where they would have to void a ballot, and scenarios where they would have to issue a provisional ballot. She stated that it was well received, and they wanted more of it, but that was difficult because there was a lot of equipment that went along with it. She stated that there was streamlined and expedited Poll Worker payroll, working with the Finance Department and it had been the smoothest payroll they had, given some of the other issues, so they were proud of that. She stated that they reduced the amount of printer problems encountered on Election Day. She stated there were about 17 calls for printer problems as opposed to 50 to 70 calls for printer problems when they first started out, which was due to figuring out how to transport them. She stated they were trying to make them more secure and not have them bouncing around too much before they got to the vote centers. She stated that they implemented electronic adjudication, which reduced the number of ballots that they had to hand duplicate. She stated that with the creation of the Pima.vote site, in conjunction with the Information Technology Department, Communications Department, and shared responsibility with the Recorder's Office, they had a central location where voters could go to find trusted election information. She stated that one of the biggest accomplishments was educating voters about the two-card ballot, because they had lines on Election Day, however, she believed that preparing voters in advance, letting them know that it would take longer, and might encounter lines, helped a lot because there was not a lot of complaints about the lines that they had to stand in on Election Day, and she believed it was because they anticipated the fact that they would have to wait, and it would take longer to vote their ballot.

Supervisor Heinz stated that he had voted on Election Day and was surprised when he walked up to turn in his ballot, and dumped the two cards in a box and it made him wonder about the process. He asked if the cards were associated in some way with the barcode.

Ms. Hargrove responded no and that was the reason they counted cards, because there was no association. She stated that to put Supervisor Heinz' mind at ease, when they had to duplicate a card that they received on Election Day, they used a different process. She stated they only duplicated that one card because there was no way to know what the other card looked like.

Supervisor Heinz stated that it seemed to him that there could be some sort of issue and it would be helpful to have the entire voter's ballot, not just half of it. He asked if there was any way to avoid the multiple-card ballot due to the cost and other issues, and what they learned and how changes would be made going forward.

Ms. Hargrove responded no, there was no way to avoid it, it being due to the propositions from the legislature. She stated that one way they could explore possibly preventing having two cards was to remove the Spanish from that single ballot and to have two different ballots, an English and a Spanish ballot.

Supervisor Heinz stated that as they got closer to Election Day, it appeared that staffing became more of an issue in terms of like eight, nine, ten days ahead of time with some attrition. He asked how that was different this time compared to other times, or was that always an issue, and how the Board could help with that going forward.

Ms. Hargrove responded that was not normal and they normally had individuals that returned, but they staffed up because it was a Presidential Election. She stated that she would explore how they could be more flexible in bringing people on a lot quicker. She stated that the process took about two weeks to hire someone and if that could be changed that would be beneficial. She stated that they had standby Poll Workers and could do the same thing for the early board.

Supervisor Christy thanked Ms. Hargrove for the comprehensive and detailed report. He stated that it was factual, to the point, and covered all the bases. He stated that it did not lead down rabbit holes of any sort, it was transparent and clear to understand. He stated that she outlined all of the issues in a most professional and comprehensive manner. He stated that one of the issues that everyone was not doing enough of, and somehow, they might want to develop some sort of a plan, but it seemed to him that the unsung heroes of this whole process were the Poll Workers, and they needed a lot of acknowledgment, support, and thanks on behalf of all the voters of Pima County. He stated that he was aware that was done internally, and he was sure that Ms. Hargrove's management skills reinforced positive actions, but he felt it needed to be really drawn out more community-wide and what it did as far as sacrifice that Poll Workers made on behalf of the voting process. He stated that maybe something could be planned to develop that would show the appreciation that they deserved from the community for their work. He asked about the implementation of vote centers.

Ms. Hargrove responded in 2022.

Supervisor Christy stated that there has been a distinct rise in the cost from 2020 to 2022, and it was still higher in 2024 than it was in 2020. He stated that they were told in so many meetings that vote centers would reduce cost, it would provide a reduction in inconsistencies and streamline the entire process that would result in cost savings, but that had not been seen. He stated that might be a topic or a subject for another day, but it did lend to further questioning on his part and maybe they could have more discussion on another day. He asked if there was anything that kept Ms. Hargrove awake about the election process.

Ms. Hargrove agreed with Supervisor Christy regarding the Poll Workers and would ensure that they got the recognition that they needed because they were the unsung heroes of the process. She stated that his concern with the expenses included some variables and would provide anything the Board wanted to review. She stated that part of this was due to her management style to ensure that there were enough poll workers in a vote center to effectively check in voters, as well as

that there was enough staff in the office to prepare for the election properly. She stated that she was happy to go back and look at costs and bring anything back to the Board that she found and the only thing that kept her up at night was the legislature.

Jan Leshner, County Administrator, stated that they could provide more information on the cost. She stated that while there had been a line up, it was hard to get a full evaluation of how much more would have been spent as an apples-to-apples kind of comparison, because some of the largest costs were in ballots, printing and the paper. She stated that all of those costs increased and, since 2018, there had been a significant increase across the board in those costs. She stated that they were down from last year, and hoped that with the hardware in place, they would see a continuation of that decrease. She stated that they could have cost savings realized even though last year may have cost a bit more simply because of the number of people getting a ballot and an increase in population. She stated there were a lot of things that contributed to an increased cost, and that would be factored in as they provided additional information to the Board.

Chair Scott stated that Ms. Hargrove mentioned she would be working on the hiring process for election board workers and how that process could be streamlined. He requested the Board be provided with updates on how the process could be streamlined, the role Human Resources played in helping with that and the details regarding two shifts and whether that was something that could be accomplished. He stated that the election's data pointed out that early ballots received the week of the election and the week after the election had more than doubled compared to 2020, 2022 and 2024. He added that in 2020, they had one of the chairs of State political parties, and the then-president, and current President of the United States, that told people to turn their ballots in late, but yet the numbers doubled in 2022 and 2024. He asked based on this data if there was any speculation as to why that happened, why so many people were turning their ballots either the week of, or the week after the election.

Ms. Hargrove responded that she would provide updates regarding streamlining the hiring process, but that she did not have any explanation for when people turned in their ballots.

Chair Scott stated that there was a significant concern for the legislature and it was being discussed, but that it also presented some challenges for the Election's Department and certainly for the Recorder's Office, because of the signature verification that had to happen. He stated that provisionals decreased from 18,491 in 2020 to 6,849 this year, but that was still up from 2,561 in 2022. He asked if that was an indication of the increased number of voters they had in a Presidential election year, or if there was any other reason for the increased provisionals compared to two years prior.

Ms. Hargrove responded yes and stated that the Presidential election was typical that individuals showed up to vote that were not registered to vote in the County,

that they showed up to vote and that raised the Motor Vehicle Division issue with the federal-only ballots, students, and raised that threshold for provisionals.

Chair Scott stated that Ms. Hargrove would be evaluating whether to continue the 126 vote centers and that size mattered with those vote centers. He required the Board be provided additional information on the other criteria used for evaluating the vote centers and whether they moved forward with the same list, and also the evaluation process used for the receiving stations. He stated that he might have overlooked it in previous after-action reports, but he was not aware of the roles of the receiving stations and would like more information as they were evaluating the vote centers and the receiving stations.

Ms. Hargrove stated that she would provide that information to the Board.

Gabriella Cázares-Kelly, Pima County Recorder, stated that it was recently brought to her attention that an additional supplemental report with numbers and a media release was not included in the original report. She provided copies to the Board and asked for them to be projected on the screen. She explained that they encountered many challenges this election cycle that were beyond their control. She stated that something major they dealt with prior to the beginning of the Election was a change in the documentary proof of citizenship and documentary proof of residency requirements, which meant that in order for them to accept a voter registration, they first had to triage what additional documents a voter had before they could recommend which form to fill out. She stated this was very different and normally they would submit an Arizona voter registration form to anyone wanting to register, and if they were missing documentation, they would be contacted afterwards. She stated that because of this judicial change, some voter registrations would have to be rejected and given that very short time frame, it required them to have a considerable amount of outreach and communications throughout the County, throughout the State, because it was a statewide issue. She stated that it resulted in multiple lines for voter registration prior to the voter registration deadline and it changed the way that voters were able to receive a ballot. She stated that with federal-only ballots, if someone had submitted a voter registration form but did not provide documentary proof of citizenship or documentary proof of residency, that voter would be considered a federal-only voter, and they would only have the President, Senate, and Congressional races on their ballot and if they wanted to change it, which they were allowed to do, because of this judicial ruling, they would then have to submit the proof of residency or citizenship. She stated that they had people that came with their birth certificates, with their leases for their apartments to show residency and other different documentation they had to deal with at the beginning and throughout the election process all the way until Election Day. She stated that it required them to shift things and if someone voted on Election Day and needed a provisional ballot for that reason, they still needed to show that documentation. She stated that they had to pivot and allow people to email them the information from a vote center and made them have to deal with the two different offices, so that was a major communication challenge. She stated as Director Hargrove had mentioned, some of the outreach

done prior to the election, especially at the University of Arizona, was beneficial and many students showed up with their passports, birth certificates, and with their proof of citizenship and residency. She stated that Vice Chair Grijalva had advocated for an extension of early voting at the University of Arizona, and that was extremely beneficial. She stated that they had a large number of students participate, and the majority of those going through that location were having to submit that additional documentation. She stated that they also saw lines within early voting at their downtown office, consistently at their Oro Valley location, and at their east side location at Fellowship Bible Church and were very pleased by the volume. She stated that voters coming in were very patient, happy to be getting their votes out of the way, and they did not receive very many complaints. She stated that throughout the entire election, as far as the facilitation of early voting locations, they had no major stopping points or outages. She stated that they remained consistent, their technology worked and with minimal reboot types of situations. She stated that there was nothing that was preventing voters from voting and overall, it was very successful. She stated that she agreed with Director Hargrove regarding safety and that it was a very safe choice, which they were very happy with. She stated that there was one thing that they were largely impacted by, with the perception of safety. She stated that they did not refer to their temporary workers, as Poll Workers, since that meant just the one day of work, but they referred to them as "site workers" because they worked a minimum of at least seven days at a location for a full week, they were off on Sunday, and then emergency voting on Monday. She stated that many site workers, after going through the safety training chose not to do the de-escalation and because of their perception, walked out in the middle of training which was encountered many times. She stated that they also had to hire 187 temporary workers that worked a minimum of three months at a time, and for many of them, they were searching for a permanent position. She stated that as a result, they lost a lot of people to permanent positions throughout the course of the election and they heavily relied on their retired population, and many people had been coming for years and years and returning. She stated that unfortunately, they tried to switch into the shifts, for signature verification, many of those retired folks expressed concerns about driving at night and just being able to be there at a later shift and so they struggled with that second shift of recruiting young folks. She stated that it took a very long time for them to onboard those folks to begin with, however, they felt that despite the volume and despite ballots going out late, it was a very successful election and were very happy with their overall performance within the office. She stated that her staff worked very hard and they were very grateful to the numerous departments that came to their aid, along with the increased communication between the Recorder's Office and the Elections Department, the work from Facilities and Finance, Transportation, every single department, including the Assessor's Office, the County Attorney's office, and they would not have been successful without the help of their colleagues throughout the County. She stated that the Information Technology Department played a very big role and Communications was very responsive. She stated that they noticed that there were many more general questions that people were just able to find on the website or on their phone scripts with the automated system, before having to talk with an individual and reiterated that they had a lot of success in this last election cycle.

Supervisor Christy stated that there was a stark contrast between the Recorder's report and the Elections Department report. He stated that it was glossed over in so many areas that it reminded him of when he sold cars, when it was a new car introduction month from Chrysler, and they received public relations and advertising packets. He read from the conclusion of the report about the success of the election, but she had not answered to his or others' satisfaction in the community, regarding the portal termination. He continued to read on regarding the office continuing to work on innovative operations and commitment to transparency and efficient and fair elections. He asked if this was the reason why they did not allow observers for the month of early voting. He stated that the portal issue was blamed on a district boundary error that was discovered due to someone else's fault and there was no way it could have been discovered in a timelier fashion which led to an unavoidable delay. He read on regarding the unprecedented number of press requests would not be able to be processed and that was troubling. He asked what other possible unprecedented number of requests would not be processed. He further read regarding deactivating the online request form and stated that the last time the Recorder was present she was asked if this issue had been discussed with the legal advice of the County Attorney and after a long explanation, she came to the point that after the portal was terminated was when it was asked if it had been done legally, not before terminating it. He stated it was never addressed properly either and it went on to state that many of the ballot requests could not be completed due to missing information and it was not known how many. He stated that the system was inherited from the previous administration and had not come to the attention of the current administration and throughout the report the blame was placed elsewhere. He stated that the most troubling part was their confidence that most voters that requested a ballot using the online form either received their already queued ballots or voted early in person. He stated that most not receiving their ballot was one too many. He stated that there were a lot of issues being glossed over and it was a type of pat on the back situation. He stated that he recognized there were issues, limitations of a Presidential election, but the Recorder's Office were aware of all those things prior to the election that should have been adequate planning for it with an understanding that there was going to be a lot of activity in certain areas that needed to be planned for, but there were no plans in place and no action taken. He stated that there were more questions than answers and he hoped that their wildly successful opinion of the results was well-founded.

Ms. Cázares-Kelly explained that the supplemental document she submitted during her presentation provided a complete breakdown and included a three-page media release of the very exact details regarding the portal situation, which she had discussed in extreme detail in a previous meeting and the reason she did not add it as a major portion of this report. She stated the other topic regarding being prepared for judicial rulings that inherently changed the dynamic of voter registration, was not something that could be prepared for. She stated that when they got a ruling, they had to follow the law and respond to it, which her staff had done. She stated that they had to provide communication and make changes, so

they were able to be very nimble and that was successful. She added that communicating the very bare minimum of what requirements were for voter registration was a major portion of the work they did. She stated that the situation regarding the ballots going out late, had already been discussed extensively by herself and the Elections director regarding the difficulty. She added that they were very thankful to their vendor, Runbeck, for sending the ballots out at the time that they did, despite the delay. She stated that one of the situations that could have happened was that they could have sent the wrong ballot to every single Pima County voter and then would have had to send a new one. She stated that was a success because they did not have to do that. She added that the information and ballots received were accurate and that was a success. She stated that the increases in communication, given the spacing issues they had, could not hire more people and she was glad this was brought up for the preparation of that, because they were already looking at the 2028 election cycle when they were going to have this same volume or higher, it would be an exponential number of voters. She stated that they needed to prepare and since they had acquired a large space that was doubling the current space than what they were currently in. She stated that they needed additional funding and would be asking the County to develop this infrastructure that was critical to the operations of the office. She stated that the Elections Department and Recorder's Office was running out of space, but the number of early voters was increasing and would continue to increase exponentially. She stated that they were doing everything that they could to address these needs. She stated that the portal situation in the past, if those had not been completed, they were simply not completed. She stated it was a strong and robust foundation that she inherited, however, they were continuing to grow, and that growth and an issue such as a delayed ballot created a much larger situation that had not been encountered before and that she claimed full responsibility for those things. She stated that as detailed in the past, she had been very up front about the challenges and the reasons these situations had occurred, they were discussing it and notifying the public. She stated that they were also letting people know about the resources and where to go to find what they needed. She stated that their customer service had been exceptional during this period and redirected voters to immediately solve their problem, as opposed to continuing to wait and hope that they would receive the information in a timely manner. She stated that was the reality of what they were faced with, and they made a choice, which she stood by. She stated that she had previously addressed the observers at their early voting sites and had beaten a dead horse on the subject. She stated that did not provide additional service to the voter, their commitment was to the voter and if people wanted to see what was happening and they wanted the training, she encouraged them to come work for them.

Supervisor Grijalva stated that she was disheartened when she heard finger pointing, accusations, and perpetrating misinformation to the community. She stated that it was incredibly frustrating, and she thanked Ms. Cázares-Kelly for being very transparent about what had happened and not happened. She stated that she would recommend that both departments try to work together a little more closely so the early voting sites and the early polling locations could be co-located as much as

possible. She stated that she was aware it was difficult due to the equipment needing to be moved but it needed to be done as much as possible, in order to make it easier for people to find. She stated that the U of A was a prime example of how frustrating that process was and ideally it would be nice, especially in some of the other community locations, if those could be co-located, it would be beneficial. She thanked them and stated that she thought the election was wildly successful and safe. She stated that it was an incredibly difficult election, they had a lot of people and she had went to a couple of polling places and the volume of people walking in with a ballot was about the same as the people that were waiting in line, and sometimes more. She added that it would be very helpful to discuss the ballots at polling places since people found them safe. She asked what happened to those ballots and she believed that a lot of the delay in processing and getting numbers had to do with some of those well-meaning people that wanted to get their ballot to the poll. She asked how that affected when they got completed numbers for who voted and how they voted.

Ms. Hargrove explained that voters could drop off their early ballots on Election Day and some of voters might have spoiled their ballot, received a ballot and voted on that day as well, but those ballots had to come back to her. She stated that they were counted at the vote center and then they had to go to the Recorder for signature verification and then returned to her office again. She stated that they went through a few transitions before they were actually counted. She stated that she could not put all the blame on those voters this time, because they had a bottleneck before the election, where they had a lot of ballots that needed to be processed. She stated it did delay processing ballots.

Ms. Cázares-Kelly explained that they did receive ballots that they called "late earlies" and these were ballots that were received the day after election. She stated that during this cycle, there were around 3,000 that were dropped off at the Recorder's Offices directly, and then the rest were at the vote centers throughout the County, resulting in around 45,000 late earlies, early mail ballots that were dropped off on Election Day. She stated that for reference, their staff could process around 15,000 to 20,000 in a day, so that took about two days because they did not receive those early ballots until midday. She stated that was a piece of legislation that was currently being proposed, where they wanted the deadline to submit an early ballot to be on Friday at 7:00 p.m., which meant that on Saturday emergency voting, Monday emergency voting, and Tuesday Election Day, voters would not be able to drop off a ballot in person, or a mail ballot. She stated that she was concerned with that because Pima County was very rural and they only had 18 voting locations on that Saturday, and the Monday prior to the election, there were only 18 throughout the entire County where people could drop off. She stated that they were planning on implementing ballot drop boxes, however, it would not be in the hundreds, but probably the 10s or the 20s, the number of ballot drop boxes that could be installed throughout the County, which meant inherently a longer drive for many of those people dropping off ballots at a later time. She stated that it was mostly being pushed forward through Maricopa County, and they had hundreds of thousands of ballots and around 280,000 late earlies dropped off on Election Day.

She stated they had not seen that type of volume in Pima County, but encouraged people that were voting early to actually vote early and return that ballot as soon as possible. She stated that even people in the room that were very active voters were even challenged with that, but it was an ongoing situation, and they were encouraging people to respond as soon as possible with their ballots.

Chair Scott stated that Recorder Cázares-Kelly had mentioned in her report that the ballot request system was not tied to the voter database, and that her and her team were exploring a number of improvement ideas for the redesign of the ballot request portal. He requested that the Board be updated as she went through that process of redesign, because he felt that with some of the concerns that were heard, it would be interesting to know how they would be addressed by the redesign.

Ms. Cázares-Kelly concurred and stated that would be very helpful as well to receive that feedback. She explained that the way the current system was designed, a request could be submitted despite it not being tied to the voter database. She stated that if a voter was to submit a request, they did not receive a reply notifying them that they were already on the active early voting list, or confirmation of an address that it would be sent to, or instructions on how to submit an address change. She stated that what sometimes happened was people put in the wrong information, or they assumed what was in their record, and then requested it for the previous address. She stated that it required a lot of maintenance, and many people thought that they were correcting their address when they submitted a change to the U.S. Post Office, but that did not automatically come to their office. She stated that their office received that notification, however, because they had not requested it in writing or by form, which then had a signature. She stated that by law, they could not make those changes. She stated that many people had multiple properties and places that they wanted their mail sent to, so any time there were changes like that, their office sent them a notification directly through U.S. Post Office, however, people sometimes did not read their mail, and they did not make those updates. She stated that this would cut down on the number of people submitting incorrect and partial requests with missing information by tying it to the voter database.

Chair Scott stated that in Ms. Cázares-Kelly's response to questions from Supervisor Grijalva, it mentioned that they might begin to implement the use of ballot drop boxes. He stated that the Recorder's After-Action Report noted that unlike other Arizona counties, Pima County did not currently utilize unstaffed ballot drop boxes, but that they might moving forward. He asked if more details could be provided on what that might look like or be done to increase the amount of staff time devoted to drive-through ballot drop off, which the report indicated was quite popular, but difficult to staff at the level needed.

Ms. Cázares-Kelly explained that the ballot drop boxes were utilized by every other County except Pima County. She stated that was something that had been on her radar from day one, however, the amount of infrastructure needed and technology upgrades needed to do that was much more pressing than having ballot drop

boxes. She stated that they were exploring moving forward to implement them and had recently begun those conversations about where to place them. She stated that they were on the heels of debriefing this last election with staff, and that would be their next major project within the office. She stated that there were some best practices that included having them only at certain locations, such as, County facilities or government facilities. She stated that one of the main ones for them was challenged because they had the Tohono O'odham Nation, which needed a drop box, however, due to tribal sovereignty, they did not have any County facilities on that reservation and so they had to think outside the box. She stated that they would be equipped with fire suppression devices, and they would be bolted into the ground. She stated that there were some questions about cameras and whether or not cameras could be placed in some areas and if it seemed possible, they likely would. She stated that in some areas it may not be practical to have a camera or trail cams, but they were going to have to explore and discuss with other counties some of the best practices that they found to secure those. She reiterated that was something that was just beginning with early discussions throughout the office. She explained that the drive-thru ballot drop boxes this cycle, were staffed tents that had a table and a ballot drop box, allowed people to drive through and hand over a ballot. She stated that staff would take that ballot affidavit envelope, put it into the box, and then the voter could drive away. She stated that was very successful, but they were challenged with the wind that tried to carry away tents. She added that during that time period, it was very hot and it was a big ask for intermittent staff workers and so there was a lot of rotation that had to occur in order for them to be mindful of heat safety concerns. She stated that parking lots in general were smaller and they were not able to have those locations, so it was difficult to be challenged with space everywhere. She stated that the interest in having a location at the U of A was a perfect example of some of the challenges that occurred between the Recorder's Office and the Elections Department, so they needed a space that was available for up to a week at a time, or sometimes two weeks up to four weeks, which meant that the space was dedicated to that. She provided an example of the Oro Valley Public Library and stated that they would not be able to have any programming in their multi-purpose room for almost an entire month and that was a long period of time, and that included on Election Day. She stated that at the U of A, the facility they were provided with was one that was accessible to students and to faculty and staff, however, it was not as accessible to the general public, so people could not just drive their car up and go to use the early voting site. She stated that on Election Day, which was only one day, they then had to go to the church across the way from the campus, which had public parking, but they only needed it for the one day, which was another challenge they dealt with. She stated that drive-thru drop-off also played a factor of what other uses were being utilized in parking lots, which for this cycle kept it to just four locations, that had the high volume, which was Recorder's Downtown, the Recorder's Country Club, the Fellowship Bible Church on the east side, and the Oro Valley Public Library. She added that they had walkie talkies, had rest breaks and safety vests for staff. She stated that people were really appreciative, and she even had the opportunity to provide coverage and was able to talk with voters as they drove through. She stated that they also had people that

were wheelchair users and elderly people that had difficulty with mobility, so they were appreciative of having that service available.

Chair Scott thanked Ms. Cázares-Kelly and Ms. Hargrove for the presentations and stated that there was a great deal of community interest and Board interest in all of the topics that were discussed. He requested the Board be provided with updates as changes were made, especially to the redesign of the ballot request portal. He asked Ms. Leshner if the Board could be provided with an update on how they were best making use of the space that the Board agreed to lease, since it was indicated that it would be a benefit to the Recorder's Office and the Elections Department.

This item was for discussion only. No Board action was taken.

FINANCE AND RISK MANAGEMENT

16. Monthly Financial Update

Discussion/Direction/Action regarding a monthly financial update on the County's financial performance.

Art Cuaron, Director, Finance & Risk Management, provided a slideshow presentation of the financial update for Period 5, which ran through November 2024. He stated that the information shown was provided to the Board in the background materials including the memorandum from the County Administrator. He explained that the General Fund revenues that were projected through November exceeded the budget by over \$6 million. He stated that the categories that made up that amount were the State Shared Sales Tax with an increase of \$2 million in the current fiscal year. He stated that the increase was projected to remain in FY26 as they began budget deliberations. He stated there was a \$3.3 million refund from the Arizona Long Term Care System, which was programmed in the departmental budgets that were seen in the memorandum. He stated that staff also saw slight increases in departmental revenues and when it was netted against a small \$700,000.00 decrease in real property revenues, the culmination of that made it close to \$6 million General Fund revenue projected increase for '25. He explained that the General Fund expenditures were trending below budget by almost \$5 million, which was a good sign, and departments were being prudent in the monitoring of their expenditures thus far this fiscal year. He stated there were two departments that were projected to exceed their budget by \$500,000.00; one was Community and Workforce Development (CWD) in the amount of \$735,000.00, which was due to a \$600,000.00 budget adjustment for a JobPath contract that was awarded to the CWD Fund for economic development, and \$135,000.00 in renovations for Pima Vocational High School. He stated that the department was expected to come in below that budget amount and they were also monitoring other items within the department. He stated that the Sheriff's Department was also projected to be over budget by approximately \$4.7 million, largely due to overtime in Initial Appearance pay, as well as continued inflationary costs for food, fuel and utilities. He noted that as staff was preparing their preliminary Period 6 forecast,

there would likely be an additional department that would go over budget, Public Defense Services, and they were anticipating an approximate \$2 million shortfall in that budget, but that would be brought back to the Board during the Period 6 financial update in February. He referred to the slide that showed a graph and went over the property tax rate over the last ten years. He stated that the top orange bar denoted the total maximum allowable rate that could be levied in each one of those fiscal years. He stated that the bottom blue bar represented what had been levied in each one of those given years. He stated that takeaways were that the County had consistently levied below the maximum allowable rate, each one of those given fiscal years dating back to FY15, except for a 4% increase from FY23 to FY24 and that tax rates had steadily declined from a ten year high of 5.97 in FY18. He stated that the reason this was being shown was that they were programming in a nine-and-a-half-cent increase in the tax rate to account for State cost shifts of nearly \$11 million that was seen in this fiscal year and it was included as staff was teeing up budget discussions moving forward in February, March and April. He noted that staff would present the supplemental budget requests to the Board on February 18th, and would present the Capital Improvement Program on March 18th.

Supervisor Heinz stated that it was important to note when they talked about the State and the legislature tossing extra expenses onto the County, which then triggered the policy, the County had to increase the primary property tax rate accordingly, and that it should be called a State property tax, since it was much easier for people to understand and they did not get quite as upset about it because of the nomenclature.

This item was for discussion only. No Board action was taken.

17. Contingency Request for Fleet Services

Staff recommends \$1,359,658.00 in budget authority from Non-General Fund Contingency be allocated to the Fleet Services Internal Service Fund, due to the rollover of expenses from the previous fiscal year.

It was moved by Chair Scott and seconded by Supervisor Grijalva to approve the item. No vote was taken at this time.

Supervisor Christy stated that the projected expense was off by \$1.3 million and asked what safeguards would be put into place or were already in place to ensure overspending did not happen again. He inquired about the designation of the Chief Fiscal Officer (CFO) in Minute Item No. 18.

Jan Leshner, County Administrator, stated that the \$1,359,658.00 was budgeted in last year's budget for the purchase of vehicles, which had not arrived, but they arrived in the new fiscal year, so the expense needed to be rolled over to pay for the vehicles. She stated that the current CFO was Ellen Moulton, Director of the Finance Department, but the position would be transferred to the incoming Director, Art Cuaron.

Upon the vote, the motion carried 4-0, Supervisor Allen was absent.

18. Fiscal Year 2024 and 2025 Expenditure Limitation Report

RESOLUTION NO. 2025 - 2, of the Board of Supervisors, designating the Chief Fiscal Officer for officially submitting the Fiscal Year 2024 and 2025 Expenditure Limitation Reports to the Arizona Auditor General.

(Clerk's Note: See Minute Item No. 17, for discussion related to this item.)

It was moved by Chair Scott and seconded by Supervisor Grijalva to adopt the Resolution. Upon the vote, the motion carried 4-0, Supervisor Allen was absent.

HUMAN RESOURCES

19. Revisions to Personnel Policy

Staff recommends approval of the proposed revisions to Personnel Policy No. 8-117, Pay Plan.

Jan Leshar, County Administrator, stated that the proposed revisions would allow department directors and elected officials to hire employees at a salary up to the midpoint of the range, rather than the first quartile. She added that after the Classification/Compensation System was implemented, and in order to ensure equity, directors and elected officials were encouraged to hire in the first quartile, and anything above that required approval by the County Administrator. She stated that with this policy change, directors and elected officials would be able to offer salaries up to the midpoint of the range within their budgets without County Administrator approval, in order to be more competitive and maintain equity.

Chair Scott stated that historically these were hard to fill positions where the County was competing within the applicant pool, with both the private sector and other government entities.

Ms. Leshar responded that was correct.

Supervisor Christy requested an explanation of the midpoint versus first quartile terminology.

Ms. Leshar explained that each of the grades had a range for its hiring salary and they were divided into quarters, and after implementation of the Class/Comp departments were encouraged to hire in the first quartile. She clarified that the midpoint would be halfway between the lowest salary for the position to the highest salary possible within the range.

Supervisor Christy requested confirmation that the implementation of the revised policy would lead to a smoother hiring experience.

Ms. Leshar responded in the affirmative. She added that this change would help expedite the hiring process.

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

CONTRACT AND AWARD

Grants Management and Innovation

20. City of Tucson, Amendment No. 1, to provide for Fiscal Year 2024 Shelter and Services - Allocated (SSP-A), U.S. DHS/FEMA/Grant Programs Directorate Fund and extend contract term to 3/31/25, contract amount \$2,836,854.68 decrease, due to a decrease in Legally Processed Asylum Seekers needing medical assistance and isolated sheltering (PO2400004619)

Jan Leshar, County Administrator, stated that the County had historically contracted with the City of Tucson to provide non-congregate shelters for migrants in hotels and motels, and that the purpose of this item was to decrease the amount of the contract by approximately \$2.8 million. She explained that the number of migrants that needed shelter had decreased and the current capacity was no longer needed. She added that the funds would be transitioned to the new Shelter and Services Program (SSP) funding, which meant the County would be reimbursed after the fact since it had not yet received these dollars and the \$2.8 million would not be billed to the federal government for these services.

Supervisor Christy requested clarification that SSP was provided by the Federal Emergency Management Agency (FEMA).

Ms. Leshar responded in the affirmative.

Supervisor Christy asked if there were other monies that the County expected to need from FEMA, but had not yet been drawn down.

Ms. Leshar responded that she did not have those numbers in front of her, but would provide a full report on the status of those dollars to the Board.

Supervisor Christy asked what would happen if FEMA decided to redirect those dollars to other uses.

Ms. Leshar responded that staff had been evaluating the status of those funds and if new management within FEMA could reallocate those dollars that had already been allocated for this process. She believed at this point that could not be done legally since they had been pre-authorized, but she was concerned that if these

dollars were to be reimbursed to the County they did not want to get in a position where they would not get reimbursement of these dollars.

Supervisor Christy asked if the County would not be requesting these dollars at all.

Ms. Leshar responded not these dollars, but there may be other funds and she was confident in that current bucket of money remaining in place and staff would continue to watch what the future would hold with funding.

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

Health

21. Arizona Superior Court in Pima County, Amendment No. 2, to provide for Supportive Treatment and Engagement Programs Peer Support Specialist, extend contract term to 12/19/25 and amend contractual language, no cost (SC2400000671)

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

22. The Arizona Partnership for Immunization, Amendment No. 3, to provide for third party billing, extend contract term to 12/1/25 and amend contractual language, contract amount \$1,100,000.00 revenue (CT2400000059)

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

Procurement

23. Line and Space, L.L.C., Amendment No. 4, to provide for Architectural and Engineering Design Services: Northwest County Service Center (XNWHLC) and extend contract term to 2/3/26, no cost (PO2400016471) Administering Department: Project Design and Construction.

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 3-1 vote, Supervisor Christy voted "Nay," and Supervisor Allen was absent, to approve the item.

Transportation

24. Federal Highway Administration, Amendment No. 2, to provide for AZ FLAP PIM FR510(1) Sabino Canyon Park Road; Carter Canyon Road to USFS Gate Project (44SCPRD), extend contract term to 12/31/27 and amend contractual language, County HURF Fund, contract amount \$185,000.00 (PO2500000397) Former Contract No. CT-21-196, Amendment No. 2, was approved on December 3, 2024. This is a revised version due to vendor modifications.

It was moved by Supervisor Christy and seconded by Supervisor Grijalva to approve the item. No vote was taken at this time.

Supervisor Christy inquired about the groundbreaking for the project.

Carmine DeBonis, Jr., Deputy County Administrator, responded that staff would get an update regarding the groundbreaking and would provide that information to the Board.

Upon the vote, the motion carried 4-0, Supervisor Allen was absent.

GRANT APPLICATION/ACCEPTANCE

25. Acceptance - Community and Workforce Development

Arizona Department of Economic Security, Amendment No. 12, to provide for the Community Action Services Program and amend grant language, \$2,378,438.85 (GA-CWD-70943)

It was moved by Supervisor Grijalva and seconded by Chair Scott to approve the item. No vote was taken at this time.

Supervisor Christy inquired if any of the funding was for the Emergency Eviction Legal Services (EELS) Program.

Mr. DeBonis, Jr., Deputy County Administrator, responded that this was for emergency assistance, primarily for rent and utility assistance payments, but was unsure if it was part of the EELS Program. He stated that staff would confirm it if was related to the EELS Program and would provide that information to the Board.

Upon the vote, the motion carried 3-1, Supervisor Christy voted "Nay," and Supervisor Allen was absent.

26. Acceptance - Community and Workforce Development

Tucson Electric Power Company (TEP), Amendment No. 3, to provide for TEP Low Income Weatherization Program services, extend grant term to 12/31/25 and amend grant language, \$150,000.00 (GA-CWD-65929)

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

27. **Acceptance - Community and Workforce Development**

Arizona Department of Economic Security, Amendment No. 5, to provide for the WIOA Title 1-B - Adult and Dislocated Worker Programs Transfer of Funds Request - Dislocated and amend grant language, no cost (GA-CWD-73016)

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

28. **Acceptance - Community and Workforce Development**

Arizona Department of Economic Security, Amendment No. 5, to provide for the WIOA Title 1-B - Adult and Dislocated Worker Programs Transfer of Funds Request - Adult and amend grant language, no cost (GA-CWD-70928)

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

29. **Acceptance - Information Technology**

State of Arizona Department of Homeland Security, to provide for the FFY2024 State of Arizona cyber security protection for local and tribal governments, \$116,616.00 (G-ITD-79008-3)

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

DEVELOPMENT SERVICES

30. **Hearing - Specific Plan Rezoning**

P24SP00005, DMCI ENTERPRISES, L.L.C. - W. VALENCIA ROAD SPECIFIC PLAN REZONING

DMCI Enterprises, L.L.C., represented by Lazarus & Silvyn, P.C., request a specific plan rezoning for approximately 14 acres (Parcel Codes 137-22-026E and 137-22-0270) from the CB-2 © (General Business - Conditional) and the TR (Transitional) zones to the SP (Specific Plan) zone, located at the northeast corner of S. Camino De La Tierra and W. Valencia Road. The proposed rezoning conforms to the Pima County Comprehensive Plan which designates the property for Multifunctional Corridor. On motion, the Planning and Zoning Commission voted 9-0 (Commissioner Hook was absent) to recommend APPROVAL SUBJECT TO STANDARD AND SPECIAL CONDITIONS. Staff recommends APPROVAL SUBJECT TO STANDARD AND SPECIAL CONDITIONS. (District 5)

1. Not more than 60 days after the Board of Supervisors approves the specific plan, the owner(s) shall submit to the Planning Director the specific plan document, including the following conditions and any necessary revisions of the specific plan document reflecting the final actions of the Board of Supervisors, and the specific plan text and exhibits in an

- electronic and written format acceptable to the Planning Division.
2. In the event of a conflict between two or more requirements in this specific plan, or conflicts between the requirements of this specific plan and the Pima County Zoning Code, the specific plan shall apply. The specific plan does not regulate Building Codes.
 3. This specific plan shall adhere to all applicable Pima County regulations that are not explicitly addressed within this specific plan. The specific plan's development regulations shall be interpreted to implement the specific plan or relevant Pima County regulations.
 4. Transportation conditions:
 - A. The property owner shall dedicate 25 feet of right-of-way for Valencia Road along with any required corner spandrel right-of-way dedication at the southwest corner of the project boundary adjacent to Valencia Road and Camino De La Tierra.
 - B. A Traffic Impact Study (TIS) shall be submitted for review and approval by the Department of Transportation with the development plan submittal. Off-site improvements determined necessary as a result of the TIS shall be provided by the property owner(s).
 - C. Prior to TIS submittal, the applicant shall coordinate with the Department of Transportation to determine TIS assumptions and shall incorporate into the analysis any nearby and recently approved rezoning projects and developments as determined by the Department of Transportation.
 - D. Due to the planned Valencia Road improvements adjacent to the project site, the property owner(s) shall coordinate with the Department of Transportation for any traffic impact mitigation identified as a result of the TIS.
 - E. Due to the planned Valencia Road improvements, the location and design of access points along Valencia Road shall be coordinated with the Department of Transportation at time of development plan submittal.
 5. Flood Control District conditions:
 - A. The Regulated Riparian Habitat located within the Flood Control Resource Area shall be protected during construction and will remain undisturbed in perpetuity.
 - B. Encroachment into mapped Regulated Riparian Habitat and the FEMA floodplain not shown on the approved PDP is prohibited.
 - C. The required riparian habitat mitigation shall provide, at a minimum, the vegetative density equivalent to the classification of the disturbed riparian habitat.
 - D. First flush retention shall be provided in Low Impact Development practices distributed throughout the site.
 - E. At the time of development, the developer shall be required to select a combination of Water Conservation Measures from Table B such that the point total equals or exceeds 15 points and includes a combination of indoor and outdoor measures.
 6. Regional Wastewater Reclamation conditions:
 - A. The rezoning area may be sewerred using private sewers within private streets flowing to a private sewage pumping station that discharges to existing public sewer line G-2000-046, via a private force main, only if authorized by the Pima County Regional Wastewater Reclamation Department in their written documentation that treatment and conveyance capacity for the proposed development is available.
 - B. The owner(s) shall not construe any action by Pima County as a commitment to provide sewer service to any new development within the rezoning area until Pima County executes an agreement with the owner(s) to that effect.
 - C. The owner(s) shall obtain written documentation from the Pima County Regional Wastewater Reclamation Department (PCRWRD) that treatment and conveyance capacity is available for any new development within the rezoning area, no more than 90 days before submitting any tentative plat, development plan, preliminary sewer layout, sewer improvement plan, or request for building permit for review. Should treatment and/or conveyance capacity not be available at that time, the owner shall enter into a written agreement addressing the option of funding, designing and constructing the necessary improvements to Pima County's public sewerage system at his or her sole expense or cooperatively with other affected parties. All such improvements shall be designed and constructed as directed by the PCRWRD.
 - D. The owner(s) shall time all new development within the rezoning area to coincide with

- the availability of treatment and conveyance capacity in the downstream public sewerage system.
- E. The owner(s) shall connect all development within the rezoning area to Pima County's public sewer system at the location and in the manner specified by the PCRWRD in its capacity response letter and as specified by PCRWRD at the time of review of the tentative plat, development plan, preliminary sewer layout, sewer construction plan, or request for building permit.
 - F. The owner(s) shall fund, design and construct all off-site and on-site sewers necessary to serve the rezoning area, in the manner specified at the time of review of the tentative plat, development plan, preliminary sewer layout, sewer construction plan or request for building permit.
 - G. The owner(s) shall complete the construction of all necessary public and/or private sewerage facilities as required by all applicable agreements with Pima County and all applicable regulations, including the Clean Water Act and those promulgated by ADEQ, before treatment and conveyance capacity in the downstream public sewerage system will be permanently committed for any new development within the rezoning area.
7. Environmental Planning condition: Environmental Planning condition: Upon the effective date of the Ordinance, the owner(s)/developer(s) shall have a continuing responsibility to remove buffelgrass (*Pennisetum ciliare*) from the property. Acceptable methods of removal include chemical treatment, physical removal, or other known effective means of removal. This obligation also transfers to any future owners of property within the rezoning site; and Pima County may enforce this rezoning condition against the property owner.
 8. Cultural Resources condition: Prior to ground modifying activities, an on-the-ground archaeological and historic sites survey shall be conducted on the subject property. A cultural resources mitigation plan for any identified archaeological and historic sites on the subject property shall be submitted at the time of, or prior to, the submittal of any tentative plan or development plan. All work shall be conducted by an archaeologist permitted by the Arizona State Museum, or a registered architect, as appropriate. Following rezoning approval, any subsequent development requiring a grading permit will be reviewed for compliance with Pima County's cultural resources requirements under Chapter 18.81 of the Pima County Zoning Code.
 9. Adherence to the specific plan document as approved at the Board of Supervisor's public hearing including the maximum residences per acre and square footages demonstrated within the flexible preliminary development plans and applicable to Parcels A and B.
 10. The Design Guidelines within the Specific Plan, Appendix C shall be implemented at the time of permitting.
 11. Tucson Airport Authority conditions:
 - A. An Avigation Easement must be executed and recorded with the Pima County Recorder's Office, by the property owner/developer/applicant or other person authorized to sign on behalf of the current property owner, to cover the entire project area and in accordance with the requirement of the Tucson Airport Authority. The Avigation Easement must run with the property and will serve to educate future purchasers and tenants of the property of potential aviation impacts.
 - Once the Avigation Easement is recorded, please send a complete copy of the recorded easement document to Tucson Airport Authority either electronically (email: srobidoux@flytucson.com) or to the mailing address provided below.
 - B. According to the Federal Aviation Administration (FAA) Notice Criteria Tool, this project area is located in proximity to a navigation facility and could impact navigation signal reception. As the project site develops every project applicant must file FAA Form 7460 with the FAA at least 45 days before construction activities begin for every proposed project unless FAA staff, with the Obstruction Evaluation / Airport Airspace Analysis (OE/AAA), provides the project applicant with written communication that filing FAA Form 7460 is not required. It is highly recommended that the applicant file earlier than 45 days to provide the applicant with sufficient time to respond to any concerns which are identified by the FAA. Any cranes which are used must also be identified with Form 7460. Please file Form 7460 at <https://oeaaa.faa.gov/oeaaa/external/portal.jsp>
 - C. Applicable to residential uses only: The property owner/developer/applicant must

provide the Airport Disclosure Statement form, at time of sale, to the new property owners with all new unit purchases. In the event the development of any residential uses does not involve the sale of new units, but is instead offering rental residential units to the public, the new tenant of the rental unit must be provided a copy of the Airport Disclosure Statement form. The intent of the Airport Disclosure Statement form is to educate and notify the new residents that they are living near an airport. The content of such documents shall be according to the form and instructions provided.

- D. The property owner (for itself or its tenants) must forward a signed copy of the Airport Disclosure Statement form to the Tucson Airport Authority within ten (10) days of signature, using the mailing address provided below.

Scott Robidoux, Manager of Planning
Tucson Airport Authority
7250 South Tucson Boulevard, Suite 300
Tucson, AZ 85756

12. In the event the subject property is annexed, the property owner shall adhere to all applicable conditions, including, but not limited to, development conditions which require financial contributions to, or construction of infrastructure, including without limitation, transportation, flood control, or sewer facilities.
13. The property owner shall execute the following disclaimer regarding the Private Property Rights Protection Act rights: "Property Owner acknowledges that neither the rezoning of the Property nor the conditions of rezoning give Property Owner any rights, claims or causes of action under the Private Property Rights Protection Act (Arizona Revised Statutes Title 12, chapter 8, article 2.1). To the extent that the rezoning or conditions of rezoning may be construed to give Property Owner any rights or claims under the Private Property Rights Protection Act, Property Owner hereby waives any and all such rights and/or claims pursuant to A.R.S. § 12-1134(I)."

Supervisor Grijalva inquired whether anyone wished to address the Board. No one appeared. It was moved by Supervisor Grijalva, seconded by Supervisor Christy, and carried by a 4-0 vote, Supervisor Allen was absent, to close the public hearing and approve P24SP00005, subject to standard and special conditions.

31. Hearing - Rezoning Ordinance

ORDINANCE NO. 2025 - 1, P24RZ00004, Sonora Behavioral Health Hospital, L.L.C., et al. - N. Corona Road Rezoning. Owner: Sonora Behavioral Health Hospital, L.L.C., et al. (District 1)

The Chair inquired whether anyone wished to address the Board. No one appeared. It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to close the public hearing and adopt the Ordinance.

COUNTY ATTORNEY

32. Distribution of Funds to Pima Animal Care Center from the Estate of Paula Lowe

Discussion/Direction/Action regarding the Receipt, Release, and Approval of Accounting submitted by Bogutz & Gordon, P.C., on behalf of the Estate of Paula Lowe for the distribution of funds to the Pima Animal Care Center.

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

RECORDER

33. 2024 General Election After Action Report

Discussion/Direction/Action regarding the Pima County Recorder's Office 2024 General Election After Action Report.

(Clerk's Note: See Minute Item No. 15, for discussion related to this item.)

This item was for discussion only. No Board action was taken.

CONTRACT AND AWARD

Finance and Risk Management

34. Hale International Recruitment U.S., L.L.C., to provide a Hale Finance and Human Resources Staffing Consulting Services Agreement for professional services with expertise in Workday, General Fund, contract amount \$250,000.00 (SC2500000019)

Jan Leshar, County Administrator, explained that when the County transitioned its financial and HR systems to Workday, there were several items that were not lined up properly when they were transferred to the new software. She stated that manual modifications needed to be made to remedy these issues, similar to accounting journal entries. She stated that the funds for this project had already been budgeted within the Finance and Human Resources (HR) departments. She stated that this arrangement, which would, in effect, provide temporary workers to make adjustments to the new system, would be more cost effective than using existing staff for the project.

Supervisor Christy requested clarification of the funding source.

Ms. Leshar responded that the funds came from the General Fund and were from the departments' budgets.

Supervisor Christy requested clarification that the purpose of the grant was to provide professional services with expertise in processing financial and HR transactions specific to Workday. He inquired whether Workday was designed to replace ADP.

Ms. Leshar responded yes.

Supervisor Christy outlined his understanding of the situation, which was that Workday was not able to be readily integrated with ADP or fully implemented,

necessitating an extension of the contract with ADP. He expressed concern that the County would be paying for both Workday and ADP at the same time, as well as Hale International to train County staff who were not able to learn how to use Workday properly.

Ms. Leshar responded that Workday was fully implemented in both the financial and HR systems. She reiterated that Hale International would be contracted to make minor modifications to data that was not lined up properly during the transition from one Enterprise Resource Planning (ERP) system to another. She clarified that the issue was not that there were no County staff members who could perform these modifications, but that both Finance and HR were short staffed and needed temporary help to make the needed adjustments.

Supervisor Christy asked which departments were leading the implementation of Workday.

Ms. Leshar responded both Finance and HR Departments.

Chair Scott requested clarification that this was not an additional expense since the funds were already budgeted in to the two departments and if it was accurate to describe it as a train-the-trainer endeavor that was part of the transition from ADP to Workday.

Ms. Leshar responded yes. She stated that this was for temporary work to help with the modifications due to the departments' being short staffed.

Chair Scott asked if this was to provide temporary employees who would be used on an as-needed basis.

Ms. Leshar responded in the affirmative.

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

BOARD, COMMISSION AND/OR COMMITTEE

35. Election Integrity Commission

Appointment of Cam Juarez, to replace Barbara Tellman. Term expiration: 1/20/27.
(District 5)

It was moved by Supervisor Grijalva, seconded by Chair Scott and carried by a 4-0 vote, Supervisor Allen was absent, to approve the item.

CONSENT CALENDAR

36. Approval of the Consent Calendar

It was moved by Chair Scott, seconded by Supervisor Grijalva and carried by a 4-0 vote, Supervisor Allen was absent, to approve the Consent Calendar in its entirety.

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BOARD, COMMISSION AND/OR COMMITTEE

1. **Building Code Committee/Board of Appeals**
Appointment of Dave Gibbens, to replace Brent Woods. Term expiration: 1/20/29. (Staff recommendation)
2. **Self-Insurance Trust Fund Board**
Appointment of Art Cuaron, to replace Ellen Moulton. Term expiration: 12/31/28. (Staff recommendation)

SPECIAL EVENT LIQUOR LICENSE/TEMPORARY EXTENSION OF PREMISES/ PATIO PERMIT/WINE FAIR/WINE FESTIVAL/JOINT PREMISES PERMIT APPROVED PURSUANT TO RESOLUTION NO. 2019-68

3. **Special Event**
 - Peter Lynn Schultz, San Xavier Lodge No. 1964, Loyal Order of Moose, Inc., 9022 S. Nogales Highway, Tucson, January 25, 2025.
 - Alejandro Torres, Corpus Christi Roman Catholic Parish - Tucson, 300 N. Tanque Verde Loop Road, Tucson, January 25, 2025.

TREASURER

4. **Request to Waive Interest**
Pursuant to A.R.S. §42-18053, staff requests approval of the Submission of Request to Waive Interest Due to Mortgage Satisfaction in the amount of \$126.58.
5. **Certificate of Removal and Abatement - Certificate of Clearance**
Staff requests approval of the Certificates of Removal and Abatement/Certificates of Clearance in the amount of \$101,917.38.

RATIFY AND/OR APPROVE

6. Minutes: October 15, 2024

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37. **ADJOURNMENT**

As there was no further business to come before the Board, the meeting was adjourned at 12:37 p.m.

CHAIR

ATTEST:

CLERK

DRAFT