

COB - BOSAIR FORM

07/13/2026 4:27 PM (MST)

Submitted by Steve.Kozachik@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: SC PAC SC2400002321

Award Type: Contract

BOSAIR Activity: Board Meeting Request

Requested Board Meeting Date: 08/11/2026

Supplier / Customer / Grantor / Subrecipient: Friends of Pima Animal Care Center

Project Title / Description: Master Cooperative Agreement between Pima County and Friends of Pima Animal Care Center

Purpose: Provide additional and critical resources to Pima Animal Care Center (PACC) in order to continue its efforts to accept as many animals in need as possible and continue to provide the best animal care services feasibly possible for the foreseeable future.

Procurement Method: Misc. Contracts: This Contract is a non Procurement contract and not subject to Procurement rules.

Procurement Method Additional Info: NA

Program Goals/Predicted Outcomes: Work jointly with PACC staff to raise awareness and funds to offset the needs of the animals and pet owners in Pima County

Public Benefit and Impact: Pima County residents have made it clear that the welfare of animals in Pima County is a priority for them. At the same time tax dollars are limited. Philanthropic support helps PACC strengthen its life-saving programs with no additional tax burden on Pima County.

Strategic Plan Pillar

- N/A

Support of Prosperity Initiative:

- N/A

Provide information that explains how this activity supports the selected Prosperity Initiatives
NA

Metrics Available to Measure Performance: Number of new supporters recruited and retained; average size of gift; total monetary and in-kind support raised annually; number of volunteer leaders recruited.

Retroactive:	YES
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Retroactive Description:	Prior agreement expired on June 5, 2026. PACC and Friends of PACC continue to work collaboratively on a daily basis in support of the mission of the shelter. Sunsetting this relationship would have significant monetary impacts on PACC, and by extension the care and support of the animals in our care.
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Amendment / Revised Award Information

Record Number: SC PAC SC2400002321

Document Type:	SC
Department Code:	PAC
Contract Number:	SC2400002321
Amendment Number:	04
Commencement Date:	06/06/2026
Termination Date:	06/05/2027
Supplier / Subrecipient Headquarters Location	Friends of Pima Animal Care Center PO Box 85370 Tucson, Arizona 85754

* Headquarters information is not a consideration for awards

Is the Termination Date new?	YES
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Classification:	Expense
Adjust Level:	No change
Prior Contract Number (If Applicable):	CTN-PAC-22*176

Amount This Amendment:	\$0.00
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Funding Source(s) required:	NA
Funding from General Fund?	NO
Contract is fully or partially funded with Federal Funds?	NO
Contract is fully or partially funded with Non-Federal Grant Funds?	NO

Department:	Pima Animal Care Center
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Name: Steve Kozachik

Telephone: 5207034396

Add GMI Department Signatures	No
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Department Director Signature: Steve Kozachik Date: 7/14/2026 | 1:56 PM MST

Deputy County Administrator Signature: Chad Kosmer Date: 7/14/2026 | 6:58 PM MST

County Administrator Signature:  Date: 7/15/2026 | 9:25 AM MST



Date: June 27, 2026

To: Steve Kozachik, PACC Director

From: Torre Chisholm, Friends of PACC CEO

Re: Updated FY27 Friends of PACC Funding Commitments to PACC

The Friends of PACC Board of Directors approved the FOP budget for FY27. I wanted to share with you Friends of PACC's commitment to fund PACC programs and projects for July 1, 2026 – June 30, 2027. In addition to the items listed below, Friends of PACC will continue to consider new initiatives and emergency funding throughout the year, as necessary. This list is provided so that you may plan appropriately for the year.

FOP will fund the following staff and projects.

Supporting PACC Clinic

- Donation to Pima County to fund actual costs for one Veterinarian position for general clinic support (up to \$182,000)
- Donation to Pima County to fund actual costs for full-time Animal Technicians for the PACC Clinic (up to total annualized compensation pool of \$108,000)
- Directly pay salary for three part-time Cat Care Technicians
- Veterinarian recruitment/retention program funding up to a maximum of \$24,000
- Directly pay and/or reimburse County for PACC Clinic medical supplies up to \$104,000
- Directly pay up to \$150,000 for Medical Pets, providing offsite specialized care for PACC animals

Supporting PACC Pets and Adoptions

- Pay up to \$50,000 in post-adoption medical care for Finn's Fund dogs at Friends Pet Clinic
- Directly pay salary for two part-time Behavior Specialists positions
- Directly pay or reimburse County for Non-Medical Animal Services up to \$30,000
- Directly pay salary for one part-time Administrative Dog Merging Technician position
- Donation to Pima County for up to \$468,000 to fund actual County expenses related to EPAC
- Directly pay up to \$90,000 for marketing campaign for EPAC
- Donation to Pima County up to \$120,000 to fund the rent for the Animal Restoration Kennels
- Donation to Pima County up to \$53,000 for actual costs for ARK Supervisor position
- Donation to Pima County up to \$120,000 for actual costs for the construction of the new dog play yard

Supporting Surrender Prevention and Diversion

- Veterinarian to cover the KKV for up to 100 events, pending our mutual agreement on how to best staff the unit
- Two full-time Animal Technicians for the KKV and one relief technician for up to 100 events. Pending our mutual agreement on how to best staff the KKV, this funding could be donation up to \$102,000 to Pima County or position funded directly by FOP
- One full-time Clinic Supervisor position for Karen's Karing Van. Pending our mutual agreement on how to best staff the KKV, this funding could be a donation of up to \$80,000 to Pima County or position funded directly by FOP
- Directly pay or reimburse County for KKV medical supplies up to \$56,000
- Fund \$240,000 to match Pima County's \$240,000 spay/neuter grant to FOP



- Directly pay four Community Outreach Specialists, including one full-time position and three part-time positions
- Donation to Pima County to fund actual costs for up to eight (8) Pet Support Center positions (up to total annualized compensation pool of \$412,000)
- \$340,000 in funding for Keeping Families Together
- Reimburse County for up to \$15,000 for RTO license underwriting
- Directly pay \$3,200 for RTO text alert program
- Donation to Pima County up to \$105,000 for actual costs for two community cat care positions

Supporting PACC Staff and Volunteers

- Directly pay up to \$6,000 for volunteer and foster recognition projects.
- Directly pay up to \$5,000 for staff recognition projects.
- Directly pay up to \$3,000 in funding for continuing education for PACC staff

As always, it is our pleasure to support PACC's incredible work in saving animal lives.

Cc: Jan Leshner
Chad Kasmar
Dave Picard
Laura O'Brien

Pima County Department of Pima Animal Care Center

Project: Master Cooperative Agreement between Pima County and Friends of Pima Animal Care Center

Contractor: Friends of Pima Animal Care Center

Contract No.: SC2400002321 (CTN-PAC-22*176)

Contract Amendment No.: 04

Orig. Contract Term: 06/06/2022 – 06/05/2023	Orig. Amount:	\$0.00
Termination Date Prior Amendment: 06/05/2026	Prior Amendments Amount:	\$0.00
Termination Date This Amendment: 06/05/2027	This Amendment Amount:	\$0.00
	Revised Total Amount:	\$0.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On June 6, 2022 County and Contractor entered into the above referenced Master Cooperative Agreement to continue the partnership between the County and Friends of Pima Animal Care Center for philanthropic support for PACC and the pets it cares for each year.

1.2. Purpose. County requires a continuation of the partnership described in the existing Annual Work Plan. In addition, amending by adding the following:

- Adding support of operations and marketing expenses for EPAC
- Donation of up to \$120,000 to fund the rent for Animal Restoration Kennels
- Donation of up to \$53,000 for actual costs for ARK Supervisor position
- An update of key representatives as follows: For the County, Chad Kasmar, Deputy County Administrator, 115 N. Church Ave, Tucson, AZ 85701

2. **Term**. The County is exercising the 4th extension option to renew the contract for one additional year commencing on June 6th, 2026 and terminating on June 5th, 2027. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Tanner Beckwith
Deputy County Attorney

Tanner Beckwith
Print DCA Name

7/10/26
Date

CONTRACTOR

[Signature]
Authorized Officer Signature

TORRE CHESTNUT - CEO
Printed Name and Title

7/6/26
Date

APPROVED AS TO CONTENT

[Signature]
Department Head

7/2/26
Date
(if required by County Department or delete)

Overall
Partnership

Proposed: Annual Work Plan for Joint Fundraising Program (FY27 Master Cooperative Agreement, Starts June 5, 2026)		
Annual Work Plans - Practices / Activities / Tasks	Level of Responsibilities	
	Pima County	Friends
Executive management: PACC Director and Friends CEO	C	C
In annual budgeting process, establish funding priorities and anticipate fund transfers	C	C
Provide office space, meeting space, phone, internet access within PACC	L	
Publicize Friends to community as primary fundraising partner	L	
Refer all PACC's online and on site donors to Friends	L	
Develop shelter-only grant proposals for gifts to PACC	L	
Manage grants & estate gifts given directly to PACC; inform Friends of all awards, payments & grant reports monthly	L	
Provide Friends with quarterly donation reports of all gifts given directly to PACC	L	
Acknowledge all donations given directly to PACC including licensing add on gifts	L	
Develop & operate retail space in PACC Adoption Lobby		L
Manage all general gifts, designated gifts & grants given directly to Friends; include in monthly financial reports to PACC		L
Track all campaign gifts and pledges, given to PACC and Friends.		L
Recruit Friends of PACC Board of Directors and Board Committee members		L
Acknowledge all donations given directly to Friends		L

Fundraising Goals (June 2021 - May 2022)

Major Initiatives Fundraising	C	C
<i>Develop fundraising strategies and proposals</i>	C	C
<i>Cultivate donor prospects via PACC tours, events, meetings</i>	C	C

Proposed: Annual Work Plan for Joint Fundraising Program (FY27 Master Cooperative Agreement, Starts June 5, 2026)		
Annual Work Plans - Practices / Activities / Tasks	Level of Responsibilities	
	Pima County	Friends
<i>Assist in major gift solicitations</i>	C	C
<i>Assist in introductions to donor prospects</i>	C	C
<i>Thank donors as assigned</i>	C	C
<i>Assist in donor stewardship</i>	C	C
<i>Produce press releases, social media posts, and other PR</i>	C	C
<i>Graphics & printing of fundraising / marketing material</i>	C	C
<i>Photography and video production</i>	L	
<i>Track gifts, pledges and naming opportunities</i>		L
<i>Manage donor accounts & relationships</i>		L
<i>Produce and install donor recognition signage</i>	L	
<i>Develop and manage comprehensive planned giving program</i>		L
Annual Fundraising	C	C
<i>Develop fundraising strategies and proposals</i>	C	C
<i>Assist in identification & introductions to donor prospects</i>	C	C
<i>Thank donors as assigned</i>	C	C
<i>Assist in donor stewardship</i>	C	C
<i>Produce press releases, social media posts, and other PR</i>	C	C
<i>Graphics & printing of fundraising / marketing material</i>	C	C
<i>Photography and video production</i>	C	C
<i>Recruit and organize fundraising volunteers</i>	C	C
<i>Track gifts, pledges and naming opportunities</i>		L
<i>Build Friends' fundraising capacity through staff, board and volunteers</i>		L
<i>Solicit gifts and grants to Friends at all levels</i>		L
<i>Cultivate donor prospects via PACC tours, events, meetings</i>		L
<i>Manage donor accounts & relationships</i>		L
<i>Conduct online marketing campaigns</i>		L
<i>Develop direct mail appeals</i>		L
<i>Plan and implement donor cultivation events</i>		L
<i>ID and develop PACC-based corporate relations assets</i>	C	C
<i>Solicit and manage corporate relationship</i>		L

Proposed: Annual Work Plan for Joint Fundraising Program (FY27 Master Cooperative Agreement, Starts June 5, 2026)		
Annual Work Plans - Practices / Activities / Tasks	Level of Responsibilities	
	Pima County	Friends
Coordination of Signature Fund Raising Event		L
Stewardship	C	C
Assist in donor stewardship	C	C
Produce and install donor recognition signage	L	
Manage donor accounts & relationships		L
Collect pledge payments		L
Ensure designated gifts and grants are accounted for; provide periodic reports to donors		L
Produce Annual Impact Report		L
Solicit gifts with naming opportunities/donor recognition		L